

# TOWN OF HARWICH 2023 ANNUAL REPORTS



Front cover photo: “Bells Neck”  
Photo provided by: Craig Garling

Back cover photo: “Safe Harbor”  
Photo courtesy of: Steve Smith

# **2023 ANNUAL REPORT**

**OF THE  
OFFICERS OF THE TOWN OF**

## **HARWICH**

**FOR THE YEAR ENDING DECEMBER 31, 2023**



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***IN MEMORIAM***  
***2023***

Larry Brophy  
Harwich Affordable Housing Trust

Stephen Duffy  
Harwich Accessibility Rights Committee

*We remember those who have passed away and are grateful  
for their years of faithful service given to the Town of Harwich*

## **GIFTS TO THE TOWN 2023**

Joel and Christine Berman, Trs. of the Berman Family Trust

Guild of Harwich Artist

Jane R Chase Trust of 1990 to the Harwich Town Band

Paul Doane

Raymond and Jeanne M. Mongillo

Ora Gaylord Arooth Trust

Team Bonding of Three Little Libraries

***With gratitude for your thoughtfulness and generosity  
on behalf of the residents of the Town of Harwich.***



# ADMINISTRATION

## ELECTED TOWN OFFICERS 2023

### BOARD OF SELECTMEN

Michael D. MacAskill	Term expires May 2025
Vacant	Term expires May 2024
Donald F. Howell	Term expires May 2026
Jeffrey F. Handler	Term expires May 2026
Julie E. Kavanagh	Term expires May 2025

Recognition to: Mary Anderson

### MODERATOR

Michael D. Ford, Esq.	Term expires May 2024
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### TOWN CLERK

Emily Mitchell	Term expires May 2025
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### MONOMOY REGIONAL SCHOOL COMMITTEE

Jackie Zibrat-Long	Term expires May 2026
Meredith Henderson, Chair	Term expires May 2026
Betty Gray, Vice Chair	Term expires May 2026
Danielle Tolley	Term expires May 2024
Robert T. Russell	Term expires May 2024
Jessica Rogers	Term expires May 2025
Ryan Clarke	Term expires May 2026
Tina Games	Term expires May 2025

Recognition to: Sharon Stout

### BOARD OF WATER/WASTEWATER COMMISSIONERS

Gary Carreiro, Chairman	Term expires May 2024
Judith Underwood	Term expires May 2025
Allin P. Thompson	Term expires May 2026
Noreen Donahue	Term expires May 2024
John B. Gough, Jr.	Term expires May 2026

### **BOARD OF TRUSTEES - BROOKS FREE LIBRARY**

Linda Cebula, Chair	Term expires May 2026
Bernadette Waystack, Clerk	Term expires May 2025
William D. Crowell, Treasurer	Term expires May 2025
Kathleen Remillard, Recording Secretary	Term expires May 2024
Jeannie S. Wheeler	Term expires May 2024
Jo-Anne Brown, Vice Chair	Term expires May 2026
Joan McCarty	Term expires May 2024

### **BARNSTABLE COUNTY ASSEMBLY OF DELEGATES - ELECTED**

Elizabeth Harder	Term expires December 2024
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### **HOUSING AUTHORITY**

State Appointee: Marcy Vigneau	Term expires May 2027
Arthur Boden	Term expires May 2024
Kimberly Bourgea	Term expires May 2026
Elizabeth Harder	Term expires May 2025
Executive Director: Tracy Cannon	

### **APPOINTED BY THE MODERATOR**

### **CAPE COD REGIONAL TECHNICAL HIGH SCHOOL DISTRICT COMMITTEE**

Robert J. Furtado	Term expires May 2025
John Our	Term expires May 2026

### **FINANCE COMMITTEE**

Peter Hughes, Chair	Term expires June 30, 2024
Dana DeCosta	Term expires June 30, 2026
Angelo S. LaMantia	Term expires June 30, 2025
Vacant	Term expires June 30, 2024
Mark Ameres	Term expires June 30, 2026
Daniel Tworek	Term expires June 30, 2024
Robert MacCreedy	Term expires June 30, 2025
Mark Kelleher	Term expires June 30, 2026
Michele Gallucci	Term expires June 30, 2025

Recognition to: Karen Doucette

### **CALEB CHASE FUND, TRUSTEES**

Paul V. Doane, Esq., Chairman	Term expires May 2026
Robert Doane, Treasurer	Term expires May 2025
James Stinson, Esq.	Term expires May 2024

**APPOINTED BY THE BOARD OF SELECTMEN**

**BARNSTABLE COUNTY COASTAL RESOURCES COMMITTEE**

John Rendon, Regular Member / Representative	Term Indefinite
Mark Russell, Alternate Member / Representative	Term Indefinite

**BARNSTABLE COUNTY HEALTH & HUMAN SERVICES AND  
ENVIRONMENT - RABIES TASK FORCE**

Carrie Schoener - Alternate Representative

**BARNSTABLE COUNTY “HOME” CONSORTIUM  
ADVISORY COUNCIL**

Arthur Bodin	Term expires January 1, 2024
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**BARNSTABLE COUNTY WASTE MANAGEMENT  
ADVISORY COMMITTEE**

Lincoln S. Hooper	Term expires June 30, 2026
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**CAPE COD COMMISSION REPRESENTATIVE**

Jacqueline Etsten	Term expires April 24, 2026
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**CAPE COD JOINT TRANSPORTATION  
COMMISSION REPRESENTATIVE**

Joseph F. Powers	Term expires June 30, 2024
Lincoln Hooper, Alternate Representative	Term expires June 30, 2024

**CEMETERY ADMINISTRATOR**

Robbin Kelley

**CHIEF OF POLICE**

Chief David Guillemette

**FINANCE DIRECTOR/TOWN ACCOUNTANT**

Kathleen Barrette

**FIRE CHIEF**

Chief David LeBlanc

**FOREST WARDEN**

David LeBlanc, Fire Chief	Term to expire June 30, 2024
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**HARBORMASTER/NATURAL RESOURCES OFFICER/  
WHARFINGER/SHELLFISH CONSTABLE**

John Rendon, Harbormaster                      Term expires June 30, 2024  
Don Yannuzzi, Natural Resources Director    Term expires June 30, 2024

**HAZARDOUS MATERIALS COORDINATOR**

David LeBlanc, Fire Chief                      Term to expire June 30, 2024

**HEALTH OFFICER**

Carrie Schoener, R.S., C.H.O.                      Term to expire June 30, 2024

**MUNICIPAL COORDINATOR FOR TOXIC WASTE**

David LeBlanc, Fire Chief                      Term to expire June 30, 2024

**OIL SPILL COORDINATOR**

David LeBlanc, Fire Chief                      Term expires June 30, 2024

**RIGHT-TO-KNOW COORDINATOR FOR  
HAZARDOUS MATERIALS**

David LeBlanc, Fire Chief                      Term expires June 30, 2024

**TOWN COUNSEL**

Kopelman & Paige, P.C.                      Term Indefinite

**TOWN COUNSEL – SPECIAL REAL ESTATE MATTERS**

James E. Coppola, Esq.                      Term Indefinite

**LABOR COUNSEL**

Kopelman & Paige, P.C.                      Term Indefinite

**AFFORDABLE HOUSING TRUST**

Larry Ballantine / Chairman                      Term expires June 20, 2024  
Claudia William                      Term expires June 30, 2025  
Robert Spencer                      Term expires June 30, 2025  
Brendan Lowney                      Term expires June 30, 2024  
Select Board Member  
Joseph F Powers                      Ex-Officio

Recognition to: Judith Underwood, Larry Brophy, Mary Anderson

### **BIKEWAYS COMMITTEE**

Francis Salewski, Chairman	Term expires June 30, 2025
Vacant	Term expires June 30, 2026
Charlene Pilon	Term expires June 30, 2024
Paul Gazaille	Term expires June 30, 2026
Vacant	Term expires June 30, 2025
Charles Walkey	Term expires June 30, 2024
J. Alain Ferry	Term expires June 30, 2026

Recognition to: Eric Levy and Andrew Docken

### **BOARD OF APPEALS**

G. Brian Sullivan, Chair	Term expires June 30, 2025
Alexander Donoghue, Clerk	Term expires June 30, 2026
David Nunnally	Term expires June 30, 2025
David Ryer	Term expires June 30, 2024
Christopher Murphy	Term expires June 30, 2026
Timothy Bailey, Alternate	Term expires June 30, 2026
Kenneth Dickson, Alternate	Term expires June 30, 2024
Vacant, Alternate	Term expires June 30, 2024
John August, Alternate	Term expires June 30, 2025

### **BOARD OF ASSESSORS**

Richard Waystack, Chair	Term expires June 30, 2024
Jay Kavanaugh	Term expires June 30, 2025
Bruce Nightingale	Term expires June 30, 2026

### **BOARD OF HEALTH**

Sharon Pfleger, M.S., Chairman	Term expires June 30, 2025
Pamela Howell, R.N., Vice Chair	Term expires June 30, 2024
Ronald Dowgaillo, D.M.D.	Term expires June 30, 2025
Matt Antone	Term expires June 30, 2026
Kevin DuPont	Term expires June 30, 2026

### **BOARD OF REGISTRARS**

Shirley Knowles	Term expires June 30, 2024
Mary Ann Pina	Term expires June 30, 2025
Deborah A. Sementa	Term expires June 30, 2026
Emily Mitchell, Town Clerk	

Recognition to: Ray Gottwald

### **BROOKS ACADEMY MUSEUM COMMITTEE**

Debora Miller	Term expires June 30, 2026
Sandra Hall	Term expires June 30, 2024
Janet Cassidy	Term expires June 30, 2024
Lynne Ellen Zalesak	Term expires June 30, 2026
Recognition to: David Spitz	

### **BY-LAW / CHARTER REVIEW COMMITTEE**

Sandra Hall	Term expires June 30, 2024
Noreen Donahue	Term expires June 30, 2024
Linda Cebula, Chair	Term expires June 30, 2026
Deborah Sementa, Clerk	Term expires June 30, 2026
Anita Doucette, Vice Chair	Term expires June 30, 2025
Recognition to: Carol Thayer	

### **CAPITAL OUTLAY COMMITTEE**

Richard Larios, Chairman (Town Administrator)	Term expires June 30, 2024
Paul Doane (Town Administrator)	Term expires June 30, 2026
Ann Clark Tucker (Planning Board)	Term expires June 30, 2025
Martha Donovan (Select Board)	Term expires June 30, 2026
Daniel Tworek (Finance Committee)	Term expires June 30, 2024
Mark Kelleher (Finance Committee)	Term expires June 30, 2024
Recognition to: Karen Doucette	

### **CEMETERY COMMISSION**

Steven Connor, Chair	Term expires June 30, 2026
Cynthia Eldredge	Term expires June 30, 2024
Robert B. Thompson	Term expires June 30, 2025

### **COMMUNITY CENTER FACILITIES COMMITTEE**

Ralph Smith (Council on Aging)	Term expires June 30, 2025
Angela Chilaka	Term expires June 30, 2024
Christina Joyce	Term expires June 30, 2026
Heath Eldredge	Term expires June 30, 2024
Vahan Khachadorian (Rec & Youth Commission)	Term expires June 30, 2025
Recognition to: Brian Power	

## **COMMUNITY PRESERVATION COMMITTEE**

Dave Nixon, Chairman (Rec & Youth Commission)	Term expires June 30, 2026
Emily Brutti (Planning)	Term expires June 30, 2024
Kathy Green, Vice Chair (Real Estate & Open Space)	Term expires June 30, 2024
John Ketchum (Conservation)	Term expires June 30, 2025
Robert Doane (Historic District Historical Commission)	Term expires June 30, 2026
Vacant (Housing Committee)	Term expires June 30, 2024
Mary Maslowski (Select Board)	Term expires June 30, 2024
Marcy Vigneau (Housing Authority)	Term expires June 30, 2026
Kelly Barber (Select Board)	Term expires June 30, 2025

Recognition to: Carole Ridley

## **CONSERVATION COMMISSION**

Bradford Chase	Term expires June 30, 2024
John Ketchum, Chair	Term expires June 30, 2025
Mark Coleman	Term expires June 30, 2025
James Atkinson, Vice Chair	Term expires June 30, 2024
Alan Hall	Term expires June 30, 2024
Sophia Pilling	Term expires June 30, 2026
Wayne Coulson	Term expires June 30, 2026

## **CONSTABLES**

Leo Cakounes	Term expires June 30, 2026
David Robinson	Term expires June 30, 2024
Gerald Beltis	Term expires June 30, 2024

## **COUNCIL ON AGING**

Richard Waystack, Chairman	Term expires June 30, 2024
Ralph Smith	Term expires June 30, 2025
Carol Thayer, Vice Chair	Term expires June 30, 2026
Linda Roderick	Term expires June 30, 2026
Vacant	Term expires June 30, 2025
Angela Chilaka	Term expires June 30, 2025
Justin White	Term expires June 30, 2024
John Bathelt, Alternate	Term expires June 30, 2024

Recognition to: Joanne Lepore and James Mangan

## **GOLF COMMITTEE**

Carol Fuller	Term expires June 30, 2024
Martha Duffy, Chair	Term expires June 30, 2025
W. Paul White	Term expires June 30, 2026
Mark Martello	Term expires June 30, 2026

Recognition to: John Connolly, Michelle Ryan, Steven Bilotta

### **HARWICH ACCESSIBILITY RIGHTS COMMITTEE**

Alexa Paige	Term expires June 30, 2025
Lynn Budell	Term expires June 30, 2026
Donna Richardson	Term expires June 30, 2026
Meggan Eldredge, ADA Compliance Officer	Term expires June 30, 2026

Recognition to: Stephen Duffy, Maryann Campagna,  
Donald MacAskill, Eileen Garrity

### **HARWICH CULTURAL COUNCIL**

Bernadette Waystack, Chair	Term expires June 30, 2025
Dinah Lane	Term expires June 30, 2025
Jacqueline Leach	Term expires June 30, 2024
Christine Banks	Term expires June 30, 2026
Nina Schuessler	Term expires June 30, 2026
Vicki Goldsmith	Term expires June 30, 2026
Pam North	Term expires June 30, 2025
Sharon Moore	Term expires June 30, 2026

Recognition to: Peter Hollis

### **HARWICH ENERGY AND CLIMATE ACTION COMMITTEE**

Valerie Bell, Chairman	Term expires June 30, 2026
Charles Czech	Term expires June 30, 2024
Jacqueline Pentz-Greene	Term expires June 30, 2026
Glenn Miemieci	Term expires June 30, 2025

### **HARWICH HOUSING COMMITTEE**

Elizabeth Harder	Term expires June 30, 2025
Vacant	Term expires June 30, 2026
Arthur Bodin	Term expires June 30, 2024

Recognition to: Joseph McParland, Mary Maslowski, Claudia Williams

### **HISTORIC DISTRICT & HISTORICAL COMMISSION**

Mary Maslowski, Chair	Term expires June 30, 2024
Lynne Ellen Zalesak	Term expires June 30, 2026
Brendan Lowney	Term expires June 30, 2025
Robert Doane	Term expires June 30, 2026
Julie Eldredge	Term expires June 30, 2024
Paul Doane	Term expires June 30, 2025



**LOCAL PLANNING COMMITTEE**

Garrett Curran	Joyce McIntyre, Chair
Margo Fenn	Barbara Nickerson, Secretary
Peter Gori	Brian Scheld
James Knickman	David Spitz
Ed McManus	Mary Jones
Bernadette Waystack	

Recognition to: Jeffrey Handler

**PLANNING BOARD**

James Duncan Berry, Ph.D., Chairman	Term expires June 30, 2026
Ann Clark Tucker	Term expires June 30, 2025
Mary Maslowski	Term expires June 30, 2024
Craig Chadwick, Vice Chair/Clerk	Term expires June 30, 2025
Harry Munns	Term expires June 30, 2024
Allan Peterson	Term expires June 30, 2026
Emily Brutti	Term expires June 30, 2025

Recognition to: David Harris and William E. Stolz

**PLEASANT BAY RESOURCE MANAGEMENT ALLIANCE  
STEERING COMMITTEE**

Indefinite Terms

Allin P. Thompson	Dorothy Howell, Member
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**PLEASANT BAY RESOURCE MANAGEMENT ALLIANCE  
TECHNICAL RESOURCE COMMITTEE**

Indefinite Terms

John Rendon (Harbormaster / NRO)	Daniel Pelletier, Superintendent of Water & Wastewater
Amy Usowski, Conservation Director	Don Yannuzzi, Natural Resources Director
Carole Ridley, Coordinator	

**REAL ESTATE & OPEN SPACE COMMITTEE**

Elaine Shovlin, Chairman	Term expires June 30, 2025
Carol Porter, Clerk	Term expires June 30, 2024
Katherine Green	Term expires June 30, 2024
Dave Callaghan	Term expires June 30, 2026
Marcia Thorngate Smith	Term expires June 30, 2024
Margo L. Fenn	Term expires June 30, 2025
Brad Hinote	Term expires June 30, 2026

## **RECREATION & YOUTH COMMISSION**

John Mahan	Term expires June 30, 2024
Francis Crowley, Clerk	Term expires June 30, 2025
Dave Nixon	Term expires June 30, 2026
Vahan Khachadoorian, Chair	Term expires June 30, 2025
Phyllis Thomason	Term expires June 30, 2026
Brian Wentworth	Term expires June 30, 2024
Leah Mercurio	Term expires June 30, 2026

Recognition to: Janet S. Bowers and Michael Hurley

## **SHELLFISH CONSTABLES (VOLUNTARY)**

1 year terms

Greg Garber

## **TRAFFIC SAFETY COMMITTEE**

Linda Cebula, Chair	Term expires June 30, 2025
Gerald Beltis	Term expires June 30, 2026
Vacant	Term expires June 30, 2024
Lincoln Hooper, Director of Public Works	Term expires June 30, 2026
Sgt. Aram Gosgarian, Police Dept. Designee	Term Expires June 30, 2025

Recognition to: Jerry Scannell

## **TREASURE CHEST COMMITTEE**

Eleanor Gerson	Term Expires June 30, 2025
Eric Fahle	Term expires June 30, 2024
Vacant	Term expires June 30, 2026
Maureen Davis	Term expires June 30, 2026
Cindy Beaulieu	Term expires June 30, 2024
Heather Bolinder	Term expires June 30, 2026
Mary Moody	Term expires June 30, 2025
Eileen Garrity, Alternate	Term expires June 30, 2025
Jean Bulger, Alternate	Term expires June 30, 2024

Recognition to: Noella Morrison, Mella Navickas, Sheila Eldredge

## **VOTER INFORMATION COMMITTEE**

Joy Jordan	Term expires June 30, 2026
Tricia Murray	Term expires June 30, 2024
Amy Jalbert	Term expires June 30, 2025

Recognition to: Christina Joyce

### **WATERWAYS COMMITTEE**

Daniel Hall, Chair	Term expires June 30, 2026
Roger Peterson	Term expires June 30, 2026
Joseph V. Johnson, Jr.	Term expires June 30, 2024
James Walpole	Term expires June 30, 2025
Daniel Casey	Term expires June 30, 2025
Kent Drushella	Term expires June 30, 2025
Larry Brutti	Term expires June 30, 2024
Richard Shevory, Alternate	Term expires June 30, 2024

Recognition to: Camerson Smith

### **YOUTH SERVICES COMMITTEE**

Ashley Syminton, Youth & Family Counselor

Jeff Craig, Chair	Term expires June 30, 2024
Joy Jordan, Co-Chairman	Term expires June 30, 2025
Meredith Henderson, Clerk	Term expires June 30, 2024
Rebecca Craig	Term expires June 30, 2026

# *Report of the* **Harwich Select Board**

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As the Board reflects on the accomplishments of 2023, the first item to note is the name change to Harwich Select Board. The Board asked and the town responded through Town Meeting and Town Election to change our official name as it appears in the Harwich Charter.

In addition to modernizing and more accurately reflecting the name of the executive branch, the Town has much to be proud of in 2023.

Through the Board's initiative and with the overall support of Town Meeting, we were able to successfully acquire and sell key parcels for the benefit of the Town. Notably, the Town graciously accepted the gift of land via Town Meeting of four parcels of land off Forest Street totaling more three-quarters of an acre. This was donation from the heirs of the estate of Samuel D. Constan and we send our gratitude to that family for this gift.

We were also successful in conveying (selling) a parcel of land at 276 Queen Anne Road (site of the former concept of the pet cemetery) comprised of 2.25 acres through a competitive process through Request For Proposals (RFP). The successful bid earned the Town more than \$1,500,000.00 in proceeds to the town in addition of adding taxable land.

Another key accomplishment established under the vision and leadership of the Board with the support of Town Meeting was the establishment of a pilot program to provide financial support in the form of stipends for families seeking pre-school programming. The aim of this pilot program was to offer stipends to qualifying families to help offset the skyrocketing cost of preschool programming on Cape Cod. Early indications are that the pilot program was very successful (and sought after). We will analyze the results to make decisions for future programming.

Finally, we welcome our newest executive-level manager as Kathleen Barrette, former Town Accountant in the Town of Sandwich, came on board this past summer as our new Finance Director.

We welcome Kathleen and wish her every success in this critical strategic role.

In closing, the Select Board offers our thanks for the efforts of all of our staff and committees. We thank our former colleagues, Larry Ballantine for his many years of service and Mary Anderson for her service as Board Member and most recent Chair. Lastly, we thank our voters and taxpayers for their continued support and advocacy for our Town.

*Harwich Select Board*

Julie E. Kavanagh, *Chair*

Michael D. MacAskill, *Vice-Chair*

Jeffrey F. Handler, *Clerk*

Donald F. Howell, *Member*

# Report of the Town Administrator

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I have stated on numerous occasions the work that we all do across the three branches of our government in the Town of Harwich – Open Town Meeting, Select Board and Town Administrator – is focused on our Annual Meeting on the first Monday in May. Therefore, the main driver for the 2023 Annual Report is the outcome of the 2023 Annual Town Meeting coupled with some key staff changes.

## Success at Annual Town Meeting

The Town remains on strong financial ground with the highest bond rating available of AAA through the Standard & Poor’s Rating. One of the key determining factors in the bond rating is the overall financial health of the town. A key indicator of financial health is how much money is set aside for unforeseen circumstances.

Town Meeting supported the transfer of \$1.2 million from Free Cash to the three stabilization funds (“rainy day” funds) of \$400,000.00 each to the General Stabilization Fund, the Affordable Housing Special Purpose Stabilization Fund, and the Wastewater Stabilization Fund. This brings each of the accounts to the following estimated balances:

Stabilization Fund	FY 2024 Balance*	Note
General	\$5.8 million	Not including investment income
Affordable Housing	\$400,000+	Funding began 01/01/2023
Wastewater	\$400,000+	Funding began 01/01/203

Town Meeting also supported a pilot program aimed at helping families of pre-school children with a stipend offering to offset the increasing costs of pre-school programming on Cape Cod.

Town Meeting endorsed key infrastructure investments the town’s ongoing efforts to remediate nitrogen in sensitive watersheds throughout town by funding Phase 3 of the former Comprehensive Wastewater Management Plan (CWMP) now known as the Watershed Management Plan (WMP) dovetailing with the regulatory changes enacted by the Department of Environmental Protection (DEP) in the Commonwealth. 2024 will see the beginning of two construction projects in East Harwich with funding secured by Town Meeting of \$50 million. Additionally, the Town supported the request of the Water Department for \$17.5 million for water main replacement in West Harwich.

Town Meeting approved a comprehensive capital outlay plan for Fiscal Year 2024 (details of which can be found in the minutes section of the Annual Report) in addition to supporting several projects supported by and funding through the Community Preservation Committee using Community Preservation Act funds.

### **Key Staff Changes**

We welcomed two new hires from outside our organization as Department Heads following two retirements. Ashley Symington joined us in July as the new Director of Youth & Family Services following the retirement of the former Director, Sheila House. Christine Flynn came on board in November as the new Director of Planning & Community Development replacing Paul Halkiotis who retired earlier in the fiscal year. Ashley and Christine join us with strong backgrounds in their respective fields and have made an immediate contribution.

I am thrilled to recognize some recent promotions from within our organization in key department head roles. Carly Jones, Carrie Schoener and Don Yanuzzi were promoted to Director of Assessing, Health Director and Natural Resources. Carly fills a vacancy that has existed for more than a year while Carrie replaces Katie O'Neill who went on to Barnstable County. Don was promoted to carry on the efforts in Natural Resources, a department established by our now retired Natural Resources Director Heinz Proft.

On behalf of the Town, we wish Paul, Sheila and Heinz happy, healthy retirements along with all who retired in from the Town in 2023.

No annual report would be complete without a statement of gratitude for the daily efforts of the Administration Department, including: Assistant Town Administrator Meggan Eldredge, and Executive Assistant for Licensing Danielle Freiner for their steadfast service and partnership. A special thanks to Ellen Powell who continues to provide assistance on many projects, including the creation of this annual report.

I offer my thanks to our department heads and all of our staff who work diligently to provide the exceptional services and programs we have come to expect from the town. Thank you also to the members of the Board of Selectmen for their faith and trust in me to serve as your Town Administrator. Lastly, thank you to the residents, voters and taxpayers of the Town for your unwavering support for our community. It has been my pleasure to serve as Town Administrator in my hometown.

Respectfully submitted,

Joseph F. Powers  
*Town Administrator*

# *Report of the* **Town Clerk's Office**

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The 2023 calendar year was characterized by renewed stability and positive momentum following a year of transition. In January, we welcomed Marissa El Sehrawey as our new Executive Assistant. With Marissa joining the team, the Clerk's Office is fully staffed and excited for the opportunity to serve our residents, voters, and visitors.

This year was lighter on election activity with only the Annual Town Meeting and Annual Town Election, both taking place in May. We had the assistance of 32 different election workers and the three other members of the Board of Registrars to manage these events successfully. I want to extend my tremendous gratitude to these folks for sharing their time, expertise, and passion in support of the democratic process. The outcomes of these two election events are recorded on the following pages.

Our office embraced the time of relative quiet to gear up for the 2024 election cycle which will include our Annual Town Meeting and five separate elections, culminating in the Presidential Election in November. With funding supported by voters at the 2022 Annual Town Meeting, the Town has purchased new vote tabulators – the machines you place your ballots into on Election Day to be counted. The new tabulators replace prior equipment purchased in 2008 that is no longer manufactured and was therefore proving increasingly challenging to maintain and repair. The new equipment will be used for the first time at the March 2024 Presidential Primary.

With the same funding, the Town purchased one high speed tabulator to aid in the counting of ballots cast early in person or by mail, along with six additional Poll Pads – the tablets used for voter look up and check in at town meetings and elections. We look forward to the positive impacts of these acquisitions on the experiences of voters and election workers, and we thank the voters for their support.

Also in preparation for 2024, we've expanded outreach to encourage new residents to serve as election workers, revamped the Election Day polling place set up to lessen voter confusion, and created an Election Day Walk Through video to help new voters know what to anticipate when they arrive at the Community Center to vote (available here: <https://www.youtube.com/watch?v=eVxNam2BnCM>, thank you to The Harwich Channel, Community Center, and Department of Public Works for their assistance with this project)!



All registered voters in the Town of Harwich are eligible to participate in our elections and town meetings. As of December 31, 2023, the voter registration breakdown by precinct and party affiliation was as follows:

Party Affiliation	Precinct				Party Totals
	1	2	3	4	
Democrat	757	670	588	624	2,639
Libertarian	5	7	8	9	29
Republican	449	362	340	314	1,465
Unenrolled	2,064	1,844	1,848	1,825	7,581
Enrolled in Other Designation	6	9	15	7	37
Precinct Totals	3,281	2,892	2,799	2,779	

**Total Registered      11,751**  
**Voters:**

In addition to these robust election-related activities, our office completed many important annual and day-to-day functions. We completed the 2023 Annual Census mailing and the creation of the 2023 Street Listing, licensed 1,253 dogs, processed 122 new and renewed business certificates, responded to 105 unique public records requests providing records from 22 different town departments and committees, recorded 352 Vital records (74 births, 56 marriages, and 222 deaths), completed our annual Town records audit and post-audit record destruction, swore in 83 elected and appointed members of our Boards/Committees/Commissions, served as the primary local resource on certain state laws including the Opening Meeting Law, Conflict of Interest Law, and Public Records Law, and served as a hub of information and support to the community.

I wish to thank our Board of Registrars for their support of so many integral Clerk's Office functions. In March, Raymond Gottwald resigned after ten years on the Board. I thank him for his long and dedicated service to Harwich voters. Shirley Knowles was appointed by the Select Board to fill Ray's unexpired term, and she hit the ground running to assist with the Annual Town Meeting and Town Election in the Spring. Shirley joins Mary Ann Pina, Deborah Sementa, and myself, to form the full Board of Registrars. Thank you to Deb, Mary Ann, and Shirley for their ongoing efforts.

I also wish to thank Assistant Town Clerk Jennifer Clarke and Executive Assistant Marissa El Sehrawey. They both embraced the opportunity to start new roles during a period of rebuilding and growth, and have quickly acquired the knowledge and skills they need to ensure the public is served

seamlessly. I'm grateful to share in their passion, creativity, dedication, hard work, and thoughtfulness every day.

Finally, I thank the residents and voters of the Town of Harwich. This position gives me the opportunity to work with so many of you in all different capacities. We are truly a Town of informed and engaged citizens and you make me feel grateful to live and work here. Thank you for your ongoing support and I look forward to an exciting and busy 2024 together!

Respectfully submitted,

Emily Mitchell  
Town Clerk

**Vital Records for 2023**

As recommended by the State Office of Vital Records, only the number of births, deaths, and marriages recorded in the last year are listed.

**Births – 74**  
**Marriages – 56**  
**Deaths - 222**

**Town Clerk’s Office Fee’s Collected Fiscal Year 2022-2023**

Photocopies	\$396.15
Burial Permits	\$370.00
Dog Licenses	\$17,395.00
Utility Poles	\$280.00
Birth, Marriage, Death	\$20,230.00
Business Certificates	\$4,685.00
Raffle Permits	\$55.00
Gasoline Storage	\$50.00
Non-Criminal Violation Payments - Fire	\$0
Non-Criminal Violation Payments - Police	\$1,400.00
Non-Criminal Violation Payments - Health	\$2,400.00
Non-Criminal Violation Payments - Harbor	\$250.00
Non-Criminal Violation Payments - Conservation	\$6,300.00
Non-Criminal Violation Payments - Building	\$0
Town Clerk Miscellaneous Revenue	\$630.00
<b>TOTAL FEES COLLECTED</b>	<b>\$54,441.15</b>

**2023  
ANNUAL TOWN MEETING  
WARRANT  
WITH  
RECOMMENDATIONS**



**May 1, 2023  
7:00 p.m.  
Harwich Community Center  
100 Oak Street  
Harwich, MA 02645**

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**MAY 1, 2023**

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Municipal Finance Terms Related to Capital Improvements

**Article Number**

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2. Reports of Town Officers & Committees
3. Elected Officials Salaries
4. Town Operating Budget
5. Monomoy Regional School District Budget
6. Cape Cod Regional Technical School District Budget
7. Water Department Budget
8. Wastewater Department Budget
9. Fund Cape Cod Community Media Center
10. Items Funded from the Cable Fund
11. Lease Purchase Agreements
12. Preschool Family Support Program
13. Fund Technology Enhancements for Brooks Free Library
14. Opioid Settlement Distributions
15. Adopt the Capital Plan
16. Capital Outlay Plan Items Funded from Free Cash
17. Capital Outlay Plan Items Funded from Water Retained Earnings
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19. West Harwich Route 28 Sewer Main Installation
20. West Harwich Route 28 Water Main Replacement
21. East Harwich Wastewater Collection System Expansion
22. Community Preservation Act – Land Bank Debt Service
23. Community Preservation Act – Housekeeping Expenses
24. Community Preservation Act – Herring River Land Preservation Project
25. Community Preservation Act – Funding Harwich Affordable Housing Trust Fund
26. Community Preservation Act – Lower Cape Housing Institute
27. Community Preservation Act – Brooks Academy Renovations
28. Community Preservation Act – War Memorials Project
29. Community Preservation Act – Preservation of 203 Bank Street Old Fire Station
30. Community Preservation Act – Oak Street Bike Path Crossing Lights
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32. Community Preservation Act – Resurface Courts at Brooks Park
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34. Community Preservation Act – Skinequit Pond Remediation Project
35. Accept M.G.L. Chapter 41, Section 110A
36. Amend General Bylaws Chapter 300 – Water
37. Amend Zoning Bylaw – Chapter 325, Article V Use Regulations
38. Amend Zoning Bylaw – Chapter 325, Article XVII Floodplain Regulations
39. Amend Zoning Bylaw – Chapter 325, Article XXII Large Scale Ground Mounted Photovoltaic Arrays
40. Amend the Regional Agreement between the Towns of Chatham and Harwich
41. Amend Cemetery Regulations
42. Acquisition of Easement at 129 Route 28 for Route 28 Water Main Project
43. Authorize Selectmen to Convey Parcel of Land at 276 Queen Anne Road
44. Acquisition of Forest Street Property
45. Authorization Payment in Lieu of Taxes (Pilot) Agreement
46. Annual Departmental Revolving Funds Authorization
47. Supplemental Funding for Brooks Academy Renovations
48. Supplemental Appropriation for Judah Eldredge Property
49. Transfer Free Cash to Stabilization Funds
50. Fund Prior Year's Unpaid Bills
51. Defray the Expenses of the Chase Library and Harwich Port Library
52. Promote the Town of Harwich
53. Supplemental Annual Allocation of Mass Cultural Council
54. Reaffirm and Extend M.G.L Chapter 59, Section 5, Clause 56
55. Prohibit the Sale, Distribution and Use of Balloons
56. Adopt a New General Bylaw – Plastic Reduction
57. Prohibit the Application of Fertilizer
58. Accept the Laying Out as a Town Way a Portion of Old Brewster Way
59. Dispersal of School Choice Funds
60. Intermunicipal Agreement – 374 Main Street
61. Amend Action of 2000 Annual Town Meeting Article 11
62. Herring Fisheries

## **Appendices**

- A. Annual Town Election Warrant
- B. Fiscal Year 2024 Board of Selectmen Recommended Budget
- C. Capital Outlay Plan

## **VOTING PROCEDURES**

- I A quorum, 150 registered voters, must be present in order to conduct business. The only motion in order when no quorum is present is a motion to adjourn.
- II A two-thirds majority of the Town Meeting shall be required for inclusion of any Capital Outlay, unless it was included in the Capital Outlay Plan adopted at the preceding Town Meeting.
- III All motions introduced at the Town Meeting shall be in writing when required by the Moderator.
- IV Voters are limited to two times speaking on any one question; the total time speaking not to exceed 10 minutes.
- V Only registered voters shall occupy the meeting “floor”.
- VI No voter will be allowed to speak until he or she is recognized by the Moderator.
- VII Motion requiring more than a simple majority to pass:
  - A. To reconsider a vote on a motion –  $\frac{3}{4}$  majority (this motion must be made prior to the next adjournment of the meeting).
  - B. To consider articles in an order other than as appears on the warrant –  $\frac{3}{4}$  majority.
  - C. To pay unpaid bills –  $\frac{4}{5}$  majority at the Annual Town Meeting,  $\frac{9}{10}$  majority at a Special Town Meeting.
  - D. To move the previous question (terminate debate) –  $\frac{3}{4}$  majority.
- VIII Quorum cannot be questioned after a motion has been made and seconded.

**MOTION CHART Section 1-211**  
(Application of Rules is indicated by an X)

Motions	Debatable	Non Debatable	Amendable	Non Amendable	Second Required	Second Not Required	Majority Vote	2/3 Vote	3/4 Vote	May Reconsider	Cannot Reconsider
Adjourn	X			X	X		X				X
Adjourn (in a time certain)	X		X		X		X			X	
Amendment	X		X		X		X			X	
Adopt a Resolution	X		X		X		X				X
Accept & Adopt	X		X		X		X			X	
Postpone Indefinitely	X			X	X		X			X	
Previous Question		X		X	X			X			X
Terminate Debate											
Reconsider <sup>2</sup>	X			X	X			X		X	
Consider Articles	X		X		X			X			X
Out of Order											
Point of Order		X					X				
1. Unless a greater than simple majority required by General Laws of Town of Harwich by-laws.											
2. See section 1.207											

THE CHART BELOW SHOWS THE AMOUNT OF MONEY REQUIRED TO CHANGE THE FY 2023 TAX RATE.

TAX RATE CHANGE IN \$/1000		DOLLARS REQUIRED	
\$	0.01		\$82,814
\$	0.05		\$414,068
\$	0.10		\$828,137
\$	0.15		\$1,242,205
\$	0.20		\$1,656,273
\$	0.25		\$2,070,341
\$	0.30		\$2,484,410
\$	0.35		\$2,898,478
\$	0.40		\$3,312,546
\$	0.45		\$3,726,615
\$	0.50		\$4,140,683
\$	0.55		\$4,554,751
\$	0.60		\$4,968,819
\$	0.65		\$5,382,888
\$	0.70		\$5,796,956
\$	0.75		\$6,211,024
\$	0.80		\$6,625,093
\$	0.85		\$7,039,161
\$	0.90		\$7,453,229
\$	0.95		\$7,867,297
\$	1.00		\$8,281,366



## **MUNICIPAL FINANCE TERMS**

**APPROPRIATION:** An authorization granted by a town meeting, city council or other legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

**AVAILABLE FUNDS:** Balances in the various fund types that represent nonrecurring revenue sources. As a matter of sound practice, they are frequently appropriated for unforeseen expenses, capital expenditures, or other one-time costs. Examples of available funds include free cash, stabilization funds, overlay surplus, water surplus, and retained earnings.

**CHERRY SHEET:** Named for the cherry-colored paper on which they were originally printed, the Cherry Sheet is the official notification to cities, towns, and regional school districts of the next fiscal year's state aid and assessments. The aid is in the form of distributions, which provide funds based on formulas and reimbursements that provide funds for costs incurred during a prior period for certain programs or services.

**FREE CASH:** Remaining, unrestricted funds from operations of the previous fiscal year, including unexpended free cash from the previous year, actual receipts in excess of revenue estimated on the tax recapitulation sheet, and unspent amounts in budget line items. Unpaid property taxes and certain deficits reduce the amount that can be certified as free cash.

**OVERLAY** (Overlay Reserve, or Allowance for Abatements and Exemptions): An account that funds anticipated property tax abatements, exemptions, and uncollected taxes. Additions to the overlay reserve need not be funded by the normal appropriation process but instead raised on the tax rate recapitulation sheet.

**RESERVE FUND:** An amount (not to exceed 5 percent of the tax levy for the preceding year) set aside annually within a community's budget to provide a funding source for extraordinary or unforeseen expenditures. In a town, the finance committee can authorize transfers from this fund for "extraordinary or unforeseen" expenditures. Other uses of the fund require budgetary transfers by town meeting.

**STABILIZATION FUND:** A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose (MGL c. 40 § 5B). Communities may establish one or more stabilization funds for different purposes and may appropriate any amounts into them. A two-thirds vote of town meeting is required to establish, amend the purpose of, or appropriate money from a stabilization fund. A majority vote of town meeting is required to appropriate money into a stabilization fund.

## **MUNICIPAL FINANCE TERMS RELATED TO CAPITAL IMPROVEMENTS**

**CAPITAL ASSETS:** – Any tangible property used in the operation of government that is not easily converted into cash and that has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure, such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and minimum initial cost.

**CAPITAL BUDGET:** An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method to finance each recommended expenditure (e.g., tax levy or rates) and identify those items that were not recommended.

**CAPITAL IMPROVEMENTS PROGRAM:** – A blueprint for planning a community's capital expenditures that comprises an annual capital budget and a five-year capital plan. It coordinates community planning, fiscal capacity, and physical development. While all the community's needs should be identified in the program, there is a set of criteria that prioritize the expenditures.

**CAPITAL OUTLAY:** The exchange of one asset (cash) for another (capital asset) with no ultimate effect on net assets. Also known as "pay as you go," it is the appropriation and use of available cash to fund a capital improvement, as opposed to incurring debt to cover the cost.

**FIXED ASSETS:** – Long-lived, tangible assets, such as buildings, equipment and land, obtained or controlled as a result of past transactions or circumstances.

## **MUNICIPAL FINANCE TERMS RELATED TO PROPOSITION 2 ½ TERMS**

Chapter 59, Section 21C of the Massachusetts General Laws commonly referred to as Proposition 2 ½ (Prop. 2 ½) or the Tax Limiting Law for Cities and Towns in Massachusetts.

**CAPITAL OUTLAY EXPENDITURE EXCLUSION:** A temporary increase in the tax levy to fund a capital project or to make a capital acquisition. Such an exclusion requires a two-thirds vote of the selectmen or city council (sometimes with the mayor's approval) and a majority vote in a communitywide referendum. The exclusion is added to the tax levy only during the year in which the project is being funded and may increase the tax levy above the levy ceiling.

**CONTINGENT APPROPRIATION:** An appropriation that authorizes spending for a particular purpose only if subsequently approved in a voter referendum. Under MGL c. 59 § 21C (m), towns may make appropriations from the tax levy, available funds, or borrowing contingent on the subsequent passage of a Proposition 21/2 override or exclusion question for the same purpose. If initially approved at an annual town meeting, voter approval of the contingent appropriation must occur by September 15. Otherwise, the referendum vote must occur within 90 days after the town meeting dissolves. The question may be placed before the voters at more than one election, but if the

appropriation is not approved by the applicable deadline, it is null and void. If contingent appropriations are funded through property taxes, DLS cannot approve the tax rate until the related override or exclusion question is resolved or the deadline passes, whichever occurs first.

**DEBT EXCLUSION:** An action taken by a community through a referendum vote to raise the funds necessary to pay debt service costs for a particular project from the property tax levy but outside of the limits under Proposition 21/2. By approving a debt exclusion, a community calculates its annual levy limit under Proposition 21/2, then adds the excluded debt service cost. The amount is added to the levy limit for the life of the debt only and may increase the levy above the levy ceiling.

**LEVY:** The amount a community raises through the property tax. The levy can be any amount up to the levy limit, which is reestablished every year in accordance with Proposition 21/2 provisions.

**LEVY CEILING:** – A levy ceiling is one of two types of levy (tax) restrictions imposed by MGL c. 59 § 21C (Proposition 2 1/2). It states that, in any year, the real and personal property taxes imposed may not exceed 2 1/2 percent of the total full and fair cash value of all taxable property. Property taxes levied may exceed this limit only if the community passes a capital exclusion, debt exclusion, or special exclusion.

**LEVY LIMIT:** A levy limit is one of two types of levy (tax) restrictions imposed by MGL c. 59 § 21C (Proposition 21/2). It states that the real and personal property taxes imposed by a city or town may only grow each year by 21/2 percent of the prior year's levy

**NEW GROWTH:** The additional tax revenue generated by new construction, renovations and other increases in the property tax base during a calendar year. It does not include value increases caused by normal market forces or revaluations.

**OVERRIDE:** A vote by a community at an election to permanently increase the levy limit. An override vote may increase the levy limit no higher than the levy ceiling. The override question on the election ballot must state a purpose for the override and the dollar amount.

**OVERRIDE CAPACITY:** The difference between a community's levy ceiling and its levy limit. It is the maximum amount by which a community may override its levy limit.

Note: The glossary definitions found on pages 4, 5 and 6 of this Warrant were derived from the Municipal Glossary published the Division of Local Services (January 2020).

The entire glossary can be found at:

<https://www.mass.gov/info-details/municipal-governance-training-and-resources>

**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF HARWICH  
ANNUAL TOWN MEETING  
May 1, 2023**

BARNSTABLE, ss:

To either of the Constables of the Town of Harwich in said county,

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and Town affairs to meet in the Community Center Gymnasium, 100 Oak Street in said Town on May 1, 2023 at 7:00 P.M., then and there to act on the following articles:

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 3<sup>rd</sup> day of April, 2023.

s/ Michael D. MacAskill, Chair  
s/ Mary E. Anderson, Vice Chair  
s/ Donald Howell, Clerk  
s/ Julie E. Kavanagh  
s/ Larry G. Ballantine

Board of Selectmen  
Town of Harwich

A true copy Attest:  
s/ David Robinson, Constable

April 7, 2023

By virtue of this Warrant I have this day notified and warned the inhabitants of the Town of Harwich, qualified to vote in elections and town affairs, to meet at the Harwich Community Center, 100 Oak Street in said Town on Monday, the 1st day of May, 2023 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office buildings, in Town Hall and Community Center in the Town of Harwich, which covers all four precincts, at least fourteen (14) days before the time of said meeting as within directed, and causing an attested copy thereof to be published in the Cape Cod Chronicle published in Barnstable County and having its circulation in the Town of Harwich.

s/ David Robinson, Constable

The Moderator, Michael D. Ford, Esq., called the meeting to order at 7:01 PM. The quorum of 150 voters was met, with a total of 466 registered voters in attendance.

Donald Howell, Selectmen, presented the Hall of Fame recipients, recognizing Charles Hall and Sheldon Thayer, Jr.

Before town business began at 7:15 PM, Town Clerk Emily Mitchell read the Warrant and the Return of the Warrant.

The Annual Town Meeting began with:

#### TOWN OFFICERS AND COMMITTEES

ARTICLE 1: To choose various Town Officers and Committees.

*Finance Committee Recommendation: The Finance Committee recommends this customary article be accepted and adopted.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

#### **ROLL CALL VOTES:**

##### **Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

##### **Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes, Chair – Finance Committee) I move that Article 1 be accepted and adopted as printed in the warrant. Duly seconded

**Action:** The motion carried.

#### REPORTS OF TOWN OFFICERS AND COMMITTEES

ARTICLE 2: To hear reports of all Town Officers and Committees for the year 2022.

*Finance Committee Recommendation: The Finance Committee recommends this customary article be accepted and adopted.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes, Chair – Finance Committee) I move that Article 2 be accepted and adopted as printed in the warrant. Duly seconded

Peter Hughes, Chair – Finance Committee, presented the report of the Finance Committee.

Joyce McIntyre, Chair, and Jeffrey Handler, Vice Chair – Local Planning Committee, presented a report for the Local Planning Committee.

**Action:** The motion carried.

**ELECTED OFFICIALS’ SALARIES**

**ARTICLE 3:** To see if the Town will vote the salaries of the Elected Officials of the Town for fiscal year commencing July 1, 2023 and ending June 30, 2024 as follows; and to act fully thereon. Estimated cost: \$121,719.

Selectmen (5)	\$2,400 each	12,000
Moderator	\$1,000	1,000
Water & Wastewater Commissioners (5)	\$1,000 each	5,000
Library Trustees (7)	\$1,000 each	7,000
Town Clerk	\$96,719	96,719
		<b>121,719</b>

*Explanation: This is a customary, required article to identify the salaries of the elected officials of the Town of Harwich. The Town Clerk salary is the equivalent of a position in the Personnel Bylaws Classification and Compensation that would be at the M5, Step 5 level. All salaries listed above are found in and funded by the Operating Budget (Article 4, Appendix B).*

*Finance Committee Recommendation: The Finance Committee recommends this customary article be accepted and adopted. Setting the Town elected officials’ salaries at Town Meeting is a Harwich Home Rule Charter requirement which the Finance Committee supports. The funding for this article is contained in the general government operating budget article.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes, Chair – Finance Committee) I move that Article 3 be accepted and adopted as printed in the warrant. Duly seconded

**Action:** The motion carried.

**TOWN OPERATING BUDGET**

**ARTICLE 4:** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to defray Town charges for Fiscal Year 2024; and to act fully thereon. By request of the Board of Selectmen. (BUDGET – APPENDIX B). Estimated Cost: \$43,325,662.

<b>SOURCES:</b>	
Betterments	70,000
Cable Fund	214,996
CPA	166,650
Golf Infrastructure	98,450
Overlay Surplus	200,000
Water Enterprise	818,913
Wastewater Enterprise	62,148
<b>Subtotal</b>	<b>1,631,157</b>
<b>Local Receipts</b>	<b>15,782,472</b>
Taxes	25,912,033
<b>Operating Budget</b>	<b>43,325,662</b>

*Explanation: The Town's Operating Budget (outlined in line-item detail in Appendix B showing salaries & wages as well as expenses) covers three main areas of expenditures: the Departmental Budgets, Debt Service ("payments" comprised of principal and interest) and Semi-fixed and Fixed Costs including the town's mandatory retirement contributions to the Barnstable County Retirement System as well as insurances (group health insurance and general insurance and deductibles).*

*The Board of Selectmen are recommending additions to staffing (the costs of which are borne in the respective departments as well as the Medicare & Vacation Line #23), and the lines covering retirement and group health insurance discussed above) which equal eight (8) new, full-time positions. The Harwich Charter (our primary governing document) requires that "[t]he creation of any new full-time, compensated position which requires the approval of the board of selectmen shall not become effective until the position has been funded by a vote of town meeting" (Harwich Charter, Chapter 4, Section 5 Responsibilities for Administrative Reorganization, Clause 4-5-2, Page C:8). This article meets that obligation. Additionally, this article moves a vacant Building Inspector position from a part-time (.5 Full-Time Equivalent (FTE)) to full-time as shown in Appendix B*  
*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to fund the annual operation of the General Government for FY 2024, and that \$25,716,548 be raised and appropriated, and \$17,413,629 be transferred from other available funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes, Chair – Finance Committee) I move that Article 4 be accepted and adopted as printed in the warrant, and that the sum of \$43,325,662 be appropriated for the purposes listed in Appendix B under the column entitled "BOS Recommended FY 2024"; and further that the sum of \$41,694,505 be raised and appropriated and that the following amounts be transferred as follows:

Community Preservation Act FY 2024 Estimated Annual Revenue \$166,650 to fund Land Bank Debt Service, Overlay Surplus \$200,000, PEG Access and Cable Related Fund \$214,996, Golf Infrastructure and Improvement \$98,450, and various Betterments \$70,000, for the purpose of funding the Fiscal Year 2024 Operating Budget.

Duly seconded



At this time, Michael MacAskill, Chair, and Mary Anderson, Vice Chair – Board of Selectmen, recognized Selectman Larry Ballantine, reading a formal proclamation of his achievements and contributions to the Town.

Michael MacAskill, Chair – Board of Selectmen, presented a report on the FY 2024 operating budget.

**Action:** The motion carried.

**MONOMOY REGIONAL SCHOOL DISTRICT BUDGET**

**ARTICLE 5:** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to pay for the Monomoy Regional School District Assessment for Fiscal Year 2024, and to act fully thereon. By request of the Monomoy Regional School Committee. Estimated cost: \$28,469,466

Operating	26,179,856
Capital	153,120
Transportation	739,557
Debt	1,396,933
MRSD Assessment	28,469,466

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to fund the annual operation of the Monomoy Regional School District for FY 2024, and that \$28,469,466 be raised and appropriated for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes, Chair – Finance Committee) I move that Article 5 be accepted and adopted as printed in the warrant, and that the sum of \$28,469,466 be raised and appropriated for the purpose of funding the Town of Harwich’s assessment for the FY 2024 annual operation of the Monomoy Regional School District.

Duly seconded

**Action:** The motion carried unanimously.

CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT BUDGET

**ARTICLE 6:** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money as may be required to pay for the Cape Cod Regional Technical High School District Assessment for Fiscal Year 2024, and to act fully thereon. By request of the Cape Cod Regional Technical High School District. Estimated cost: \$2,014,200

Operating	\$1,400,362
Debt	\$613,838
CCRTHS Assessment	\$2,014,200

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to fund the annual operation of the Regional Technical Hi. School for FY 2024, and that, \$2,014,200 be raised and appropriated for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 6 be accepted and adopted as printed in the warrant, and that the sum of \$2,014,200 be raised and appropriated to fund the annual operation of the Cape Cod Regional Technical High School.

Duly seconded

**Action:** The motion carried unanimously.

## WATER DEPARTMENT BUDGET

**ARTICLE 7:** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to defray the Water Department Operating Budget for Fiscal Year 2024, and to act fully thereon. By request of the Water and Wastewater Commission. Estimated cost: \$ 4,552,834

Salaries	1,390,562
Expenses	1,759,155
Debt	534,204
Indirect Costs	818,913
OPEB	50,000
Total	4,552,834

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to fund the annual operation of the Water Department for FY 2024, and that \$4,552,834 be transferred from the water enterprise fund for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

### **ROLL CALL VOTES:**

#### **Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

#### **Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes, Chair – Finance Committee) I move that Article 7 be accepted and adopted as printed in the warrant, and that the sum of \$4,552,834 be transferred from Water Department Receipts to operate the Water Enterprise Fund, and further to transfer the sum of \$50,000 from the Water Department Budget to Other Post-Employment Benefits Trust Fund created under Article 8 of the May 6, 2014 Special Town Meeting, and that the sum of \$818,913 be transferred to the General Fund to pay indirect costs for the Water Department.

Duly seconded

**Action:** The motion carried unanimously.

## WASTEWATER DEPARTMENT BUDGET

**ARTICLE 8:** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to defray the Wastewater Department Operating Budget for Fiscal Year 2024, and to act fully thereon. By request of the Water and Wastewater Commission. Estimated cost: \$1,993,973

Salaries	175,178
Expenses	444,528
Debt	1,312,119
Indirect Costs	62,148
Total	1,993,973

*Explanation: Included within the FY24 Wastewater Budget request in this article is funding to support a new full-time Assistant Wastewater Superintendent position. The salary for this position is budgeted at \$80,000 and contained within the Salaries line item above, benefits for this position are \$27,181 and contained within the Indirect Costs line item above.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to fund the annual operation of the Wastewater/Sewer Department for FY 2024, and that \$1,993,973 be raised and appropriated for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

### **ROLL CALL VOTES:**

#### **Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

#### **Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 8 be accepted and adopted as printed in the warrant, and that the following amounts be transferred as follows:

\$858,742 from Article 9 of the 2022 Annual Town Meeting, \$15,000 from Sewer Receipts, \$105,181 from Wastewater Retained Earnings, and further that the sum of \$1,015,050 be raised and appropriated for the following purposes; and that the sum of \$62,148 be transferred to the General Fund to pay indirect costs for the Wastewater Department. The total amount is \$1,993,973.

Duly seconded

**Action:** The motion carried unanimously.

### **FUND CAPE COD COMMUNITY MEDIA CENTER**

**ARTICLE 9:** To see if the Town vote to raise and appropriate or transfer from available fund or borrow such sums of money that may be required for the purpose of funding the public access station, Cape Cod Community Media Center, 17 Shad Hole Rd. Dennis Port, MA 02639. Providing the public access television to the citizens of Harwich; or to act fully thereon. By request of the Board of Selectmen. Estimated Cost: \$157,037

*Explanation: To be funded from the PEG Access and Cable Related Fund. The Town of Harwich receives funding from Comcast subscriber fees to fund and maintain Public, Education and Government television stations (PEG access). Under the current 10 year agreement with Comcast the Town will allocate funds directly to Cape Cod Community Media Center. The funding was previously paid directly from Comcast. The appropriation sum has been based on calendar year 2022 actual revenue into the fund.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to fund access to local television for the coming year, and that \$157,037 be transferred from PEG Access Funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

### **ROLL CALL VOTES:**

#### **Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): none

#### **Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 9 be accepted and adopted as printed in the warrant, and that the sum of \$157,037 be transferred from the PEG Access and Cable Related Fund for this purpose. Duly seconded

**Action:** The motion carried unanimously.

ITEMS FUNDED FROM THE CABLE FUND

**ARTICLE 10:** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund the items in the table below, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$47, 222.00.

Equip Meeting Rooms & Field Equipment	4,388
Fund Ch. 22 at Monomoy Regional High School	42,834
Total	47,222

*Explanation: The request for “Equip Meeting Rooms & Field Equipment” is part of an ongoing project to equip and/or update equipment in various meeting rooms led by the Channel 18 Director. The second line is a request from the Monomoy Regional School District. The last such request was in 2019 and the costs were embedded in the District’s budget. The District is requesting that the funds for Fiscal Year 2024. The two towns in the district agreed in 2019 for the costs for Channel 22 to be split 50-50%. This request is for the funds to be allocated in accordance with the present assessment model in the District’s Regional Agreement which would be as follows (per the District): Harwich: \$42,833.79 (76.56%), Chatham: \$13,114.21 (23.44%).*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to fund equipment upgrades to Channel 22 TV at the Monomoy Regional High School access to local television for the coming year, and that \$47,222 be transferred from PEG Access Funds for this purpose. This money is available to the Town as our percentage of cable TV funds collected in the Town.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0, ABSTAINED-1**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 7 (Seven): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None  
Abstained: 1 (One): Mark Ameres

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 10 be accepted and adopted, and that the sum of \$47,222 be transferred from the PEG Access and Cable Related Fund for this purpose. Duly seconded

**Action:** The motion carried unanimously.

### LEASE PURCHASE AGREEMENTS

**ARTICLE 11:** To see if the Town will vote to enter into various lease purchase financing agreements for town equipment included in the operating budget for FY 2023, said leases may be a term not to exceed the useful life of the equipment as determined by the Board of Selectmen; or to act fully thereon. By request of the Board of Selectmen. ***Requires 2/3 vote.***

*Explanation: The statute requires a recommendation by the Town Administrator and a two-thirds vote of Town Meeting whenever there are items to be funded by lease agreements within the Operating Budget. The lease agreements funded by the operating budget relate to procurements for the Police Department in Fiscal Year 2024.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to meet State requirements of Municipal Finance lease purchase rules.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

#### **ROLL CALL VOTES:**

##### **Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

##### **Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes, Chair – Finance Committee) I move that Article 11 be accepted and adopted as printed in the warrant. Duly seconded

**Action:** This motion required a 2/3 vote to pass; the motion carried unanimously.

## PRESCHOOL FAMILY SUPPORT PROGRAM

**ARTICLE 12:** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund a Preschool Family Support Program for the 3 and 4 year old population within the Town of Harwich, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$250,000.00.

*Explanation: The Board of Selectmen is looking to initiate a program to provide support for families with preschool-aged children (3 and 4 years old) in the form of stipends to aid covering the ever-increasing cost of preschool costs. This program is like many offered throughout Cape Cod.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted. This is a new program in the Town as recommended by the Select Board to help families with 3- and 4-year-old children, with a partial offset to their early daycare costs. The estimated cost for FY 2024 is \$250,000 to be transferred from available funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-3**

### **ROLL CALL VOTES:**

#### **Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

#### **Finance Committee:**

To accept and adopt:

Yeas: 5 (Five): Peter Hughes, Dana DeCosta, Mark Kelleher, Angelo LaMantia, Mark Ameres

Nays: 3 (Three): Karen Doucette, Robert McCreedy, Michele Gallucci

**Motion:** (Peter Hughes, Chair – Finance Committee) I move that Article 12 be accepted and adopted as printed in the warrant, and that the sum of \$250,000 be transferred from Free Cash for this purpose.

Duly seconded

**Action:** The motion carried.

## FUND TECHNOLOGY ENHANCEMENTS FOR BROOKS FREE LIBRARY

**ARTICLE 13:** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to be used for the purchase and replacement of technology equipment and software for the Brooks Free Library, and to act fully thereon. By request of the Board of Selectmen and the Board of Library Trustees. Estimated cost: \$25,000.00

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$25,000 be transferred from available funds for this purpose. This will help them integrate the new CLAMS system into the Brooks Free Library.*



**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0, ABSTAINED-1**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 7 (Seven): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Michele Gallucci

Nays: 0 (Zero): None

Abstained: 1 (One): Robert McCready

**Motion:** (Peter Hughes, Chair – Finance Committee) I move that Article 13 be accepted and adopted, and that the sum of \$25,000 be transferred from Free Cash for this purpose.

Duly seconded

**Action:** The motion carried.

**OPIOID SETTLEMENT DISTRIBUTIONS**

**ARTICLE 14:** To see if the Town will vote to transfer from certified free cash a sum of money representing the National Opioid Settlement distributions received to date to provide the Town with support services to mitigate the impacts of the opioid epidemic, said funds to be expended under the direction of the Board of Selectmen pursuant to grant agreements between the Town and various nonprofit entities providing substance abuse services to residents of the Town; or to take any other action relative thereto. Requested by the Board of Selectmen. Estimated cost: \$60,000.00

Recipient	Amount
Outer Cape Health Services	37,500
Duffy Health Center	15,000
Gosnold	7,500
<b>Total</b>	<b>60,000</b>

*Explanation: This article appropriates the available funds in Free Cash related solely to the National Opioid Settlement Funds for the Town of Harwich in Fiscal Year. The town received \$63,841. The Board of Selectmen affirmed the following uses and recipients for these funds with the balance carrying over to the next fiscal year to be combined with future settlement distributions.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to access funds the Town has received from the National Opioid Settlement Fund.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): none

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 14 be accepted and adopted, and that the sum of \$60,000 be transferred from Free Cash for this purpose.

Duly seconded

**Action:** The motion carried unanimously.

**ADOPT THE CAPITAL PLAN**

**ARTICLE 15:** To see if the Town will vote pursuant to Section 9-6 of the Town Charter to adopt the five (5) year Capital Plan for FY 2024 as proposed by the Board of Selectmen and set forth in Appendix C of this Warrant, and to act fully thereon. By request of the Board of Selectmen. (APPENDIX C)

*Explanation: Appendix C shows the full range of the Capital Outlay Plan, covering Fiscal Year 2024 through 2028. The Capital Outlay Committee met immediately after the 2022 Annual Town Meeting and worked diligently throughout the summer and fall months to analyze the various requests from the various departments. Several departments opted not to provide information for Fiscal Year 2028 given the vast uncertainties that existed in the marketplace wherein they derive their materials as well as rely upon for a sense of cost. Additionally, recognizing that, as of this writing, the Massachusetts Department of Environmental Protection (MA DEP) has not finalized their the proposed changes to existing Title 5 (septic) regulations or new watershed permitting regulations, the prudent choice was made to hold off until there is finality on the proposed regulations and a stabilizing effect in the marketplace to accurately project contingency costs for major infrastructure projects.*

*Finance Committee Recommendation: The Finance Committee recommends indefinite postponement, (IPP), of the FY 2024 capital outlay plan as presented by the Selectmen. As described in the Harwich Home Rule Charter:*

*9-6-1 The purpose of the 5-year capital outlay plan is to provide the town with a long-range forecast of the town's capital improvement needs and to attempt to keep debt borrowing levels as even as possible from year to year.*

*The Finance Committee strongly feels the document presented in this year's warrant does not adequately present the full capital needs of the Town over the next 5 years. Last year's plan was voted on by the Town meeting with the intention of being a renewed attempt to follow the Home Rule Charter more closely, which this plan does not do. The plan adopted at last year's ATM identified \$1.6 million in items funded by free cash, in FY 2024, 12 months later, that figure has ballooned to \$4.9 million.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED (IPP) VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Larry Ballantine, Julie Kavanagh

Nays: 1 (One): Donald Howell

**Finance Committee:**

To indefinitely postpone:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Michael MacAskill, Chair – Board of Selectmen) I move that Article 15 be accepted and adopted as printed in the warrant. Duly seconded

A motion was made and duly seconded to terminate debate, requiring a 3/4 majority to pass. A standing count was taken.

The following tellers were sworn in by the Moderator to record standing counts: Ed Banks, Jeffrey Handler, Joan McCarty, and Richard Waystack.

The standing count results on the motion to terminate debate were: Yes: 381, No: 6. The motion to terminate debate carried.

**Action:** The motion carried.

**CAPITAL OUTLAY PLAN ARTICLES**

**CAPITAL OUTLAY PLAN ITEMS FUNDED FROM FREE CASH**

**ARTICLE 16:** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund the items in the table below included in the FY 2024 Capital Outlay Plan, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$4,906,922.

	Project	Amount	Department	Uses
1	Beautify the villages of Harwich	50,000	Administration	Designs and plans
2	Engines/Other Fire Equipped Vehicles	350,000	Fire Department	Mini-pumper
3	Equipment replacements	36,580	Fire Department	Dive equipment
4	Wixon Landing improvements	30,000	Harbormaster	Designs and specs
5	Technology reinvestment	387,000	Info. Tech.	Infrastructure, work sta.
6	Equipment replacements	64,115	Police Department	Tasers, ballistic plates
7	Police Cruisers	183,000	Police Department	Annual acquisition
8	Technology replacement	20,000	Police Department	EOC IT upgrades
9	Equipment replacements	75,000	Public Works	Ballfield mower
10	Road maintenance/improvements	700,000	Public Works	In lieu of borrowing
11	Vehicle replacements	515,000	Public Works	Annual item
12	100 Oak Street (Community Center)	145,500	Facilities Maintenance	Bleachers, fans
13	204 Sisson Road (old Middle School)	1,982,427	Facilities Maintenance	Building improvements
14	273 Queen Anne Rd (Transfer Station)	157,300	Facilities Maintenance	Generator
15	ADA compliance requirements	121,000	Facilities Maintenance	Per ADA Report
16	739 Main Street (Brooks Free Library)	90,000	Facilities Maintenance	Supplemental (roof)
<b>TOTAL:</b>		<b>4,906,922</b>		

*Finance Committee Recommendation: The Finance Committee recommends no recommendation pending further information, (NRPFI). Although there are many items on this list the Finance Committee does support it cannot support the entire list as presented in one article. There was an expectation at the last Town meeting that there would be a business/financial plan put together for this year's Town meeting on the former Middle School at 204 Sisson Road. This plan was not put together despite the best efforts of the Finance Committee to support this. Without adequate information on the future of 204 Sisson Road with regards to the Cultural Center, the Recreation uses, the Municipal needs, the maintenance requirements, staffing, and capital costs needed to support the future uses of the building, the Finance Committee does not support spending above the safety and maintenance cost of the building until the voters can be given the complete vision a business/financial plan would provide.*

**FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPFI). VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To not recommend pending further information:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Michael MacAskill – Chair, Board of Selectmen) I move that this article be accepted and adopted, and that the sum of \$4,906,922 be transferred from Free Cash for this purpose.

Duly seconded

**Motion to Amend:** (Jon Chorey) I move that the main motion be amended to read as follows: I move that this article be accepted and adopted, except that Project #13 204 Sisson Road (old Middle School), and its appropriation of \$1,982,427 be deleted, and that the sum of \$2,924,495 be transferred from Free cash for this purpose.

Duly seconded

A motion was made and duly seconded to terminate debate, requiring a 3/4 majority to pass. The motion to terminate debate carried unanimously.

**Action on Motion to Amend:** The amendment did not carry.

**Action on Main Motion:** The motion carried.

**CAPITAL OUTLAY PLAN ITEMS FUNDED FROM WATER RETAINED EARNINGS**

**ARTICLE 17:** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund the items in the table below included in the FY 2024 Capital Outlay Plan, and to act fully thereon. By request of the Board of Selectmen and the Water and Wastewater Commission. Estimated cost: \$775,000.

Pavement management plan	175,000
New well source exploration (phase 2)	600,000
<b>Total</b>	<b>775,000</b>

*Explanation: This project includes the repaving of access roads at the department’s wellfield located at 85 Depot Rd. Continued deterioration of the access roads makes travel to and from the remote well sites difficult and promotes excessive wear and tear on the department vehicles, especially during snow removal efforts. The purpose of the New Well Source Exploration Phase 2 is to assess potential production capacity of a new well at the site in North Harwich and obtain MassDEP approval of the testing.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$775,000 be transferred from the Water Department retained earnings for this purpose, to fund the FY 2024 pavement management plan and new well construction.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes, Chair – Finance Committee) I move that this Article be accepted and adopted as printed in the warrant, and further that the sum of \$300,000 be transferred from Article 21 of the 2022 Annual Town Meeting, and further that \$475,000 be transferred from the Water Enterprise Fund Retained Earnings for this purpose. Duly seconded

**Action:** The motion carried unanimously.

**CAPITAL OUTLAY PLAN ITEMS FUNDED FROM CHAPTER 90 FUNDS**

**ARTICLE 18:** To see if the Town will vote to appropriate a sufficient sum of money in Chapter 90 funds to fund the roads maintenance plan in the FY 2024 Capital Outlay Plan, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$700,000.

*Explanation: The town has traditionally funded road improvements in the amount of \$1,400,000 per year; relying upon a debt exclusion for \$700,000 and the balance coming from Chapter 90. As you saw under Article 16 on Line #10, the Town is seeking to fund the traditional amount with \$700,000 appropriated via free cash and the balance from this article; thereby foregoing a debt exclusion for road improvement projects.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$700,000 be transferred from State held Chapter 90 funds to fund the ongoing Town roads maintenance program. These are matching funds provided by the Commonwealth of Massachusetts.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): none

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that this Article be accepted and adopted, and that the sum of \$700,000 be appropriated from Chapter 90 Funds for this purpose.

**Action:** The motion carried unanimously.

**WEST HARWICH ROUTE 28 SEWER MAIN INSTALLATION**

**ARTICLE 19:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the design, permitting, and construction of a dry sewer pipe along Route 28 including any and all other costs incidental and related thereto; provided that any borrowing authorized hereunder shall be contingent on the passage of a Proposition 2 and ½ debt exclusion vote; and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$6,500,000. ***Requires 2/3 vote.***

*Explanation: Funds approved under this article would be used to construct a dry sewer pipe for future use on Route 28 in West Harwich from the Dennis town line to the Herring River Bridge. The Massachusetts Department of Transportation (Mass DOT) is planning to repave this stretch of Route 28 in 2024. Once Mass DOT completes its paving project, a road cut moratorium will be placed on this stretch of Route 28 for 5 years.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted with the amount of \$6,500,000 to be borrowed for this purpose. The Finance Committee recommends this article as a continuation of the Wastewater Project along Route 28. It is intended to install dry pipes in the ground before the State makes road improvements and resurfaces Route 28. Once Route 28 is resurfaced by the State this will prevent future road openings on that road for 5 years. This amount is subject to a ballot vote.*

***PROPOSITION 2 ½ Debt Exclusion – There will be a companion Ballot Question on the Annual Town Election Warrant.***

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): none

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that the article be accepted and adopted and that the Town appropriate the sum of Six Million, five hundred thousand dollars (\$6,500,000) for the design, permitting, and construction of a dry sewer pipe along Route 28 including any and all other costs incidental and related thereto; that to meet said appropriation the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow said sum and to issue bonds and notes of the Town therefor pursuant to General Laws Chapter 44, Sections 7 and 8 or any other enabling authority; provided that any borrowing authorized hereunder shall be contingent on the passage of a Proposition 2 and ½ debt exclusion vote.

Duly seconded

**Action:** This motion required a 2/3 vote to pass; the Moderator ruled that the vote received the necessary 2/3 majority and passed.

**WEST HARWICH ROUTE 28 WATER MAIN REPLACEMENT**

**ARTICLE 20:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to complete the design, permitting, and construction of the Route 28 water main replacement project including any and all other costs incidental and related thereto, and to act fully thereon. By request of the Board of Selectmen and the Water and Wastewater Commission. Estimated cost: \$17,500,000. ***Requires 2/3 vote.***

*Explanation: The proposed project includes the removal and replacement of approximately 2.4 miles of undersized 1930's and 1940's era cast iron water main with a new 12" water line and includes a horizontally directionally drilled water main beneath the Herring River improving the resiliency and redundancy of the West Harwich service area. The project area includes the segment of Route 28 between Lower County Road and the Dennis town line. The existing water main along Route 28 is beyond its useful life. This section of water main has experienced several large water main breaks requiring large distribution system shut downs due to limited & aging gate valves.*



*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted with the amount of \$17,500,000 to be borrowed for this purpose. In addition to the installation of dry sewer pipes along this road the need to bring the water mains up to date before the State resurfaces this portion of Route 28 is just as important. Once Route 28 is resurfaced by the State this will prevent future road openings on that road for 5 years. This amount is to be borrowed by the Water Dept. and the debt service paid from water retained earnings.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that the article be accepted and adopted and that the Town appropriate the sum of Seventeen Million, Five Hundred Thousand dollars (\$17,500,000) to complete the design, permitting, and construction of the Route 28 water main replacement project including any and all other costs incidental and related thereto; that to meet said appropriation the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow said sum and to issue bonds and notes of the Town therefor pursuant to General Laws Chapter 44, Sections 7 and 8 or any other enabling authority.

Duly seconded

**Action:** The motion required a 2/3 vote to pass; the motion carried unanimously.

**EAST HARWICH WASTEWATER COLLECTION SYSTEM EXPANSION**

**ARTICLE 21:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to implement Phase 3 and portions of Phase 8 of the Town of Harwich Comprehensive Wastewater Management Plan (CWMP), approved by the Massachusetts Secretary of Energy and Environmental Affairs in a Massachusetts Environmental Policy Act Certificate dated May 13, 2016, consisting of the design, permitting, and construction of sewers in the Pleasant Bay Watershed, including any and all other costs incidental and related thereto; provided that any borrowing authorized hereunder shall be contingent on the passage of a Proposition 2 and ½ debt exclusion vote, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$50,000,000. ***Requires a 2/3 vote.***

*Explanation: The proposed wastewater collections system will satisfy the nitrogen removal requirements set forth in the Pleasant Bay Watershed Permit for the Round Cove and Pleasant Bay sub-watersheds. Wastewater generated from the Phase 3 project will be conveyed and treated at the Chatham WWTP under the existing inter-municipal agreement. The estimated cost of construction is anticipated to be reduced by up to 35% through principal forgiveness provided by the Disadvantages Communities Program, infrastructure bill, and Cape Cod Water Protection Fund. It is also anticipated that the State Revolving Fund loan for this project will be provided with 0% interest.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted with the amount of \$50,000,000 to be borrowed for this purpose. The Finance Committee recommends this article as a continuation of the Wastewater Project Phase 3 and portions of Phase 8 along the Pleasant Bay Water Shed.*

***PROPOSITION 2 ½ Debt Exclusion – There will be a companion Ballot Question on the Annual Town Election Warrant.***

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): none

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that the article be accepted and adopted and that the sum of Fifty Million Dollars (\$50,000,000) be appropriated to implement Phase 3 and portions of Phase 8 of the Town of Harwich Comprehensive Wastewater management Plan (CWMP), approved by the Massachusetts Secretary of Energy and Environmental Affairs in a Massachusetts Environmental Policy Act Certificate dated May 13, 2016, consisting of the design, permitting, and construction of sewers in the Pleasant Bay Watershed, including any and all other costs incidental and related thereto; that to meet said appropriation the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow said sum and to issue bonds and notes of the Town therefor pursuant to General Laws Chapter 44, Sections 7 and 8 and General laws Chapter 29C or any other enabling authority; provided that any borrowing authorized hereunder shall be contingent on the passage of a Proposition 2 and ½ debt exclusion vote.

Duly seconded

**Action:** The motion required a 2/3 vote to pass; the Moderator ruled that the vote received the necessary 2/3 majority and passed.

## COMMUNITY PRESERVATION COMMITTEE ARTICLES

### COMMUNITY PRESERVATION ACT – LAND BANK DEBT SERVICE

**ARTICLE 22:** To see if the Town will vote to appropriate from Community Preservation Act Funds - \$166,650.00 from the FY 2022 Undesignated Fund Balance to fund the payment of Land Bank Debt Service; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$166,650.00.

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$166,650 be transferred from Community Preservation Act funds for this purpose. This will make the final payment on the Land Bank debt.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

#### **ROLL CALL VOTES:**

##### **Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

##### **Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 22 be indefinitely postponed.

Duly seconded

**Action:** The article was indefinitely postponed.

### COMMUNITY PRESERVATION ACT – HOUSEKEEPING EXPENSES

**ARTICLE 23:** To see if the Town will vote to appropriate or reserve for future appropriation the following sums of money from the FY 2024 estimated annual revenues of the Harwich Community Preservation Act Fund as required by G.L., Chapter 44B and Chapter 149, §298 of the Acts of 2004 as follows:

- A sum of money for the acquisition, creation, and preservation of open space;
- A sum of money for the acquisition, preservation, restoration, and rehabilitation of historic resources;
- A sum of money for the acquisition, creation, preservation, and support of community housing;
- A sum of money for Administrative Expenses;

- And the remainder of Estimated Annual Revenues to be placed in the Undesignated Fund Balance to be available for use for open space, historic, community housing, and recreation in accordance with the Community Preservation Act requirements.

<b>APPROPRIATION/RESERVES</b>	<b>FY 2024</b>
Open Space Reserve	\$ 198,700.00
Historic Preservation Reserve	\$ 198,700.00
Community Housing Reserve	\$ 198,700.00
Administrative Expenses – appropriate from estimate annual revenue	\$ 50,000.00

and to act fully thereon. By request of the Community Preservation Committee.

*Finance Committee Recommendation: The Finance Committee recommends no recommendation pending further information, (NRPFI), when, at the time of the printing of the warrant, it had insufficient or incomplete information to make an informed recommendation. It does not imply a negative view, only an incomplete understanding of the article at the print deadline. The Finance Committee will make its final recommendation at Town meeting after having received further information.*

**FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPFI) VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

No recommendation pending further information:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes, Chair – Finance Committee) I move that Article 23 be accepted and adopted, and that the sum of \$50,000 be appropriated from FY 2024 Estimated Annual Revenue for the administrative expenses of the Community Preservation Committee.

Duly seconded

Mary Maslowski, member of the Community Preservation Committee, read the report of the Community Preservation Committee. The Committee voted to recommend these 11 projects, (note: Articles 24-34) for funding approval.

**Action:** The motion carried unanimously.

**COMMUNITY PRESERVATION ACT – HERRING RIVER LAND PRESERVATION  
PROJECT**

**ARTICLE 24:** To see if the Town will vote to appropriate from Community Preservation Act Funds \$125,000.00 from the Open Space Reserve to fund the Bells Neck Road-Herring River Land Preservation Project; Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Open Space Reserve; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$125,000.00.

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$125,000 be transferred from Community Preservation Act funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): none

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 24 be accepted and adopted, and that the sum of \$125,000 be appropriated from the Open Space Reserve for the purpose of this article.

Duly seconded

**Action:** The motion carried unanimously.

**COMMUNITY PRESERVATION ACT – FUNDING HARWICH AFFORDABLE HOUSING  
TRUST FUND**

**ARTICLE 25:** To see if the Town will vote to appropriate from Community Preservation Act Funds \$500,000.00 with \$14,351.51 from the Undesignated Reserves, \$210,000 from the Community Housing Reserve, \$84,448.49 from the FY 2024 Estimated Revenue Undesignated Reserve and \$191,200.00 from the FY 2024 Estimated Revenue Community Housing Reserve to fund the Affordable Housing Trust; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$500,000.00.

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$250,000 be transferred from Community Preservation Act funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 25 be accepted and adopted, and that the sum of \$14,351.51 be appropriated from the Undesignated Fund Balance; that the sum of \$210,000 be appropriated from the Community Housing Reserve; that the sum of \$84,448.49 be appropriated from FY 2024 Estimated Annual Revenue; and that the sum of \$191,200 be appropriated from Estimated Annual Revenue Community Housing Reserve, for a total appropriation of \$500,000 for the purpose of this article.

Duly seconded

**Action:** The motion carried unanimously.

**COMMUNITY PRESERVATION ACT – LOWER CAPE HOUSING INSTITUTE**

**ARTICLE 26:** To see if the Town will vote to appropriate from Community Preservation Act Funds - \$7,500.00 from FY 2024 Estimated Annual Revenue to fund the Lower Cape Housing Institute; Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Community Housing Reserve; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$7,500.00.

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$7,500 be transferred from Community Preservation Act funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0, ABSTAINED-1**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

Abstention: 1 (One): Donald Howell

**Finance Committee:**

To accept and adopt:

Yeas: 7 (Seven): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher,

Angelo LaMantia, Mark Ameres, Michele Gallucci

Nays: 0 (Zero): None

Abstained: 1 (One): Robert McCready

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 26 be accepted and adopted, and that the sum of \$7,500 be appropriated from FY 2024 Estimated Annual Revenue for the purpose of this article.

Duly seconded

**Action:** The motion carried unanimously.

**COMMUNITY PRESERVATION ACT – BROOKS ACADEMY RENOVATIONS**

**ARTICLE 27:** To see if the Town will vote to appropriate from Community Preservation Act Funds - \$640,000.00 to fund the Exterior Preservation and Window Restoration at Brooks Academy Museum and an additional \$50,000.00 to fund combination storm windows in the event that the preservationists determine that combination storm windows are necessary to the preservation, said appropriations consisting of \$250,000.00 from the Historic Preservation Reserve, \$198,700.00 from FY 2024 Estimated Annual Revenue for Historic Preservation, and \$241,300.00 from FY Estimated Annual Revenue; Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Historic Preservation Reserve; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$690,000.

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$690,000 be transferred from Community Preservation Act funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-1**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 7 (Seven): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 1 (One): Angelo LaMantia

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 27 be accepted and adopted, and that the sum of \$250,000 be appropriated from the Historic Preservation Reserve; that the sum of \$198,700 be appropriated from FY 2024 Estimated Annual Revenue for Historic Preservation; that the sum of \$241,300 be appropriated from FY 2023 Estimated Annual Revenue, for a total appropriation of \$690,000, for the purpose of this article.

Duly seconded

**Action:** The motion carried.

**COMMUNITY PRESERVATION ACT – WAR MEMORIALS PROJECT**

**ARTICLE 28:** To see if the Town will vote to appropriate from Community Preservation Act Funds - \$256,282.40 from FY2024 Estimated Annual Revenue to fund the Revolutionary War and Civil War Memorial to be located at the Evergreen Cemetery; Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Undesignated Fund Balance; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$256,282.40.

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$256,282 be transferred from Community Preservation Act funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-1**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 7 (Seven): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Michele Gallucci

Nays: 1 (One): Robert McCready



**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 28 be accepted and adopted, and that the sum of \$256,282.40 be appropriated from FY 2024 Estimated Annual Revenue for the purpose of this article. Duly seconded

**Action:** The motion carried.

#### COMMUNITY PRESERVATION ACT – PRESERVATION OF 203 BANK STREET OLD FIRE STATION

**ARTICLE 29:** To see if the Town will vote to appropriate from Community Preservation Act Funds - \$350,000.00 from FY2024 Estimated Annual Revenue to fund the 203 Bank Street Preservation of the Old Fire Station; and to authorize the Board of Selectmen to accept an historic preservation restriction on the property. Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Undesignated Fund Balance; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$350,000.00.

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$350,000 be transferred from Community Preservation Act funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-6, NO-2**

#### **ROLL CALL VOTES:**

##### **Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): none

##### **Finance Committee:**

To accept and adopt:

Yeas: 6 (Six): Peter Hughes, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 2 (Two): Dana DeCosta, Karen Doucette

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 29 be accepted and adopted, and that the sum of \$350,000 be appropriated from FY 2024 Estimated Annual Revenue for this purpose. Duly seconded

**Action:** The motion carried unanimously.

#### COMMUNITY PRESERVATION ACT – OAK STREET BIKE PATH CROSSING LIGHTS

**ARTICLE 30:** To see if the Town will vote to appropriate from Community Preservation Act Funds - \$13,000.00 from FY2024 Estimated Annual Revenue to fund the Oak Street Bike Path

Crossing Lights Project; Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Undesignated Fund Balance; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$13,000.00.

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$13,000 be transferred from Community Preservation Act funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 30 be accepted and adopted, and that the sum of \$13,000 be appropriated from FY 2024 Estimated Annual Revenue for the purpose of this article. Duly seconded

**Action:** The motion carried unanimously.

**COMMUNITY PRESERVATION ACT – SENIOR SOFTBALL FIELDS RESTROOMS**

**ARTICLE 31:** To see if the Town will vote to appropriate from Community Preservation Act Funds - \$150,000.00 from FY2024 Estimated Annual Revenue to fund the Senior Softball Fields Restroom Project; Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Undesignated Fund Balance; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$150,000.00.

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$150,000 be transferred from Community Preservation Act funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 31 be accepted and adopted, and that the sum of \$150,000 be appropriated from FY 2024 Estimated Annual Revenue for the purpose of the article. Duly seconded

**Action:** The motion carried unanimously.

**COMMUNITY PRESERVATION ACT – RESURFACE COURTS AT BROOKS PARK**

**ARTICLE 32:** To see if the Town will vote to appropriate from Community Preservation Act Funds - \$110,000.00 from 2024 Estimated Annual Revenue to fund the Brooks Park Tennis Court/Pickle Ball Resurfacing Project; Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Undesignated Fund Balance; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$110,000.00.

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$110,000 be transferred from Community Preservation Act funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 32 be accepted and adopted, and that the sum of \$110,000 be appropriated from FY 2024 Estimated Annual Revenue for the purpose of this article. Duly seconded

**Action:** The motion carried unanimously.

**COMMUNITY PRESERVATION ACT – ADDITIONAL FUNDING: SAND POND RESTROOM PROJECT**

**ARTICLE 33:** To see if the Town will vote to appropriate from Community Preservation Act Funds - \$35,000.00 from FY 2024 Estimated Annual Revenue to fund the Sand Pond Restroom additional funding request; Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Undesignated Fund Balance; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$35,000.00.

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$35,000 be transferred from Community Preservation Act funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 33 be accepted and adopted, and that the sum of \$35,000 be appropriated from FY 2024 Estimated Annual Revenue for the purpose of this article. Duly seconded

**Action:** The motion carried unanimously.

**COMMUNITY PRESERVATION ACT – SKINEQUIT POND REMEDIATION PROJECT**

**ARTICLE 34:** To see if the Town will vote to appropriate from Community Preservation Act Funds - \$92,000.00 from FY2024 Estimated Annual Revenue to fund the Skinequit Pond Remediation Project; Any funds left unspent from this Article are to be returned to the Community

Preservation Act Fund – Undesignated Fund Balance; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$92,000.00.

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$92,000 be transferred from Community Preservation Act funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 34 be accepted and adopted, and that the sum of \$92,000 be appropriated from FY 2024 Estimated Annual Revenue for the purpose of this article. Duly seconded

**Action:** The motion carried unanimously.

**ACCEPT MGL, C.41, SECTION 110A**

**ARTICLE 35:** To see if the Town will vote to accept the provisions of G.L., Chapter 41, §110A relative to office hours on Saturday; or take any other action relative thereto. By request of the Board of Selectmen and the Town Clerk.

*Explanation: Recent statewide legislation, collectively referred to as the VOTES Act, made significant changes to election laws including voter registration deadlines. New registration deadlines now fall almost exclusively on Saturdays. Acceptance of Massachusetts General Laws, Chapter 41, Section 110A would allow the Town Clerk's Office to remain closed on Saturdays, and to adjust the voter registration deadline to the preceding Friday at 5:00 PM, for local elections. It will not impact voter registration deadlines for state elections, state primaries, or presidential primaries. If the Clerk's Office ever anticipated large voter registration turnout, the Town Clerk could set the deadline for the Saturday date.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to support the Town Clerk for future elections.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 35 be accepted and adopted. Duly seconded

**Action:** The motion carried unanimously.

**BYLAW AMENDMENTS**

**AMEND GENERAL BYLAWS, CHAPTER 300 – WATER**

**ARTICLE 36:** To see if the Town will vote to amend the General Bylaws, Chapter 300 Water, by amending the schedule of fines as set forth below (Text to be added is in bold. Text to be deleted is shown as strikethrough):

“§ 300-1. Authority.

ARTICLE I

Water Supply Emergency

This bylaw is adopted pursuant to the police and home rule powers of the Town and also pursuant to the authority conferred by MGL c. 40, § 21.

§ 300-2. Purpose.

The purpose of this bylaw is to maintain the public health, safety and welfare by protecting the Town's water supply whenever there is in force a state of water supply emergency by providing for enforcement of any restrictions, requirements, provisions or conditions duly imposed by the Town of Harwich with the approval of the Department of Environmental Protection (DEP).

§ 300-3. Definitions.

For the purpose of this bylaw the following terms shall have the meanings indicated:

**ENFORCEMENT AUTHORITY** — The Town of Harwich's Board of Water Commissioners or its designee or other department or board having responsibility for the operation and maintenance of the water supply, the health agent, the Town police, and the Fire Chief or his authorized designee.

**STATE OF WATER SUPPLY EMERGENCY** — A state of water supply emergency declared on petition of the Town by the Department of Environmental Protection pursuant to MGL c. 21G, §§ 15 through 17 or MGL c. 111, § 160 or by the Governor.

§ 300-4. Requirements.

The following shall apply to all users of water supplied by the Town of Harwich: following notification by the Town of Harwich of the existence of a state of water supply emergency, no person shall violate any provision, condition, requirement or restriction included in a plan approved by the Department of Environmental Protection which has as its purpose the abatement of a water supply emergency. Notification of any provision, restriction, requirement, or condition with which users of water supplied by the Town of Harwich are required to comply to abate a situation of water emergency shall be sufficient for the purposes of this bylaw if it is published in a newspaper of general circulation within the Town of Harwich or by such other notice as is reasonably calculated to reach and inform all users of Town of Harwich water.

§ 300-5. Violations and penalties.

Any person or entity that violates this bylaw shall be liable to the Town of Harwich in the amount of ~~\$50~~ **\$100** for the first violation and ~~\$100~~ **\$300** for each subsequent violation. Fines shall be recovered by indictment or on complaint before the District Court or by noncriminal disposition in accordance with MGL c. 40, § 21D. Each separate instance of noncompliance following issuance of any warning or citation pursuant to this section or each day of a continuing violation shall constitute a separate offense.

§ 300-6. Right of entry.

Agents of the enforcement authority may enter by owner permission or by warrant only any property for the purpose of inspecting or investigating any violation of this bylaw or for the purpose of enforcing the same.

§ 300-7. Severability.

The invalidity of any portion or provisions of this bylaw shall not invalidate any other portion, provision or section hereof.

§ 300-8. Authority.

## ARTICLE II

### Water Use Restriction

This bylaw is adopted by the Town under its police powers to protect public health and welfare and its powers under MGL c. 40, § 21 et seq. and implements the Town's authority to regulate water use pursuant to MGL c. 41, § 69B. This bylaw also implements the Town's authority under MGL c. 40, § 41A, conditioned upon a declaration of water supply emergency issued by the Department of Environmental Protection.

#### § 300-9. Purpose.

The purpose of this bylaw is to protect, preserve and maintain the public health, safety and welfare whenever there is in force a state of water supply conservation or state of water supply emergency by providing for enforcement of any duly imposed restrictions, requirements, provisions or conditions imposed by the Town or by the Department of Environmental Protection.

#### § 300-10. Definitions.

For the purpose of this bylaw the following terms shall have the meanings indicated:

**ENFORCING PERSON** — The Board of Water Commissioners, the Board of Health and health agent, police officers of the Town and any other persons designated by the Board of Water Commissioners to enforce this bylaw.

**PERSON** — Any individual, corporation, trust, partnership or association, or other entity.

**STATE OF WATER SUPPLY CONSERVATION** — A state of water supply conservation declared by the Town pursuant to § 300-11 of this bylaw.

**STATE OF WATER SUPPLY EMERGENCY** — A state of water supply emergency declared by the Department of Environmental Protection under MGL c. 21G, §§ 15 to 17.

**WATER USERS or WATER CONSUMERS** — All public and private users of the Town's public water system, irrespective of any person's responsibility for billing purposes for water used at any particular facility.

#### § 300-11. Declaration of state of water supply conservation.

The Town, through its Board of Water Commissioners, may declare a state of water supply conservation upon a determination by a majority vote of the Board that a shortage of water exists and conservation measures are appropriate to ensure an adequate supply



of water to all water consumers. Public notice of a state of water supply conservation shall be given under § 300-13 of this bylaw before it may be enforced.

#### § 300-12. Restricted water uses.

A declaration of a state of water supply conservation shall include one or more of the following restrictions, conditions, or requirements limiting the use of water as necessary to protect the water supply. The applicable restrictions, conditions, or requirements shall be included in the public notice required under § 300-13.

- A. Odd/even day outdoor watering. Outdoor watering by water users with odd-numbered addresses is restricted to odd-numbered days. Outdoor watering by water users with even-numbered addresses is restricted to even-numbered days.
- B. Outdoor watering ban. Outdoor watering is prohibited.
- C. Outdoor watering hours. Outdoor watering is permitted only during daily periods of low demand, to be specified in the declaration of a state of water supply conservation and public notice thereof.
- D. Filling swimming pools. Filling of swimming pools is prohibited.
- E. Automatic sprinkler use. The use of automatic sprinkler systems is prohibited.

#### § 300-13. Notice.

Notification of any provision, restriction, requirement or condition imposed by the Town as part of a state of water supply conservation shall be published in a newspaper of general circulation within the Town, or by such other means reasonably calculated to reach and inform all users of water of the state of water supply conservation. Any restriction imposed under § 300-12 shall not be effective until such notification is provided. Notification of the state of water supply conservation shall also be simultaneously provided to the Massachusetts Department of Environmental Protection.

#### § 300-14. Termination of state of water supply conservation.

A state of water supply conservation may be terminated by a majority vote of the Board of Water Commissioners upon a determination that the water supply shortage no longer exists. Public notification of the termination of a state of water supply conservation shall be given in the same manner required by § 300-13.

#### § 300-15. Water supply emergencies.

Upon notification to the public that a declaration of a state of water supply emergency has been issued by the Department of Environmental Protection, no person shall violate any provision, restriction, requirement, or condition of any order approved or issued by the Department intended to bring about an end to the state of emergency.

#### § 300-16. Violations and penalties.

Any person violating this bylaw shall be liable to the Town in the amount of ~~\$50~~ **\$100** for the first violation and ~~\$100~~ **\$300** for each subsequent violation, which shall inure to

the Town. Fines shall be recovered by indictment, or on complaint before the District Court, or by noncriminal disposition in accordance with MGL c. 40, § 21D. Each day of violation shall constitute a separate offense.

§ 300-17. Severability.

The invalidity of any portion or provision of this bylaw shall not invalidate any other portion or provision thereof.”

Or to take any other action relative thereto. By request of the Board of Water/Wastewater Commission.

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to support increases fines for water use violations.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes, Chair – Finance Committee) I move that Article 36 be accepted and adopted, and that the Town amend the General Bylaws as printed in the warrant.

Duly seconded

**Action:** The motion carried.

**A motion was made and seconded to adjourn the Annual Town Meeting until May 2, 2023 at 7 PM at the Harwich Community Center. Town Meeting adjourned at 10:38 PM.**

**May 2, 2023**

The Moderator, Michael D. Ford, Esq., opened the adjourned Annual Town Meeting to order at 7:01 PM. The quorum of 150 voters was met, with a total of 274 registered voters in attendance.

**AMEND ZONING BYLAW – CHAPTER 325, ARTICLE V USE REGULATIONS**

**ARTICLE 37:** To see if the Town will vote to amend the Code of the Town Of Harwich §325 Article V Section 14. T Supplemental regulations, as shown below. (Deleted words are shown as strikethrough. New text is shown in bold and underlined):

- T. Single-Family dwelling with accessory apartment.
  - 1. Purpose. The intent of permitting accessory apartments is to:
    - a) Increase the number of small dwelling units available for rent in Town;
    - b) Increase the range of choices of housing accommodations;
    - c) Encourage greater diversity of **the demographic** population with particular attention to young adults and senior citizens; and
    - d) Encourage a more economic and energy-efficient use of the Town's housing supply while maintaining the appearance and character of the Town's single-family neighborhoods.
  - 2. Definitions.
    - a) **Dwelling, Single-Family with Accessory Apartment - A single-family dwelling as a principal use, along with a dwelling unit serving as a separate accessory apartment that is, either located within the principal dwelling, attached to it or in a detached residential accessory building on the same lot. The accessory apartment shall be a self-contained dwelling unit containing a kitchen, bedroom(s) and bathroom facilities. Accessory dwellings shall have their own separate access from the principal dwelling unit. The accessory apartment shall be an accessory use related to the principal single family dwelling use.**
    - b) Owner - One or more individuals holding title to the property.
  - 3. Criteria. – An accessory apartment is allowable within a single-family dwelling, either attached or detached, provided that the following criteria have been satisfied:
    - a) Only one accessory apartment is permitted for each principal dwelling unit.
    - b) The accessory apartment may not be held in separate ownership from the principal use.
    - c) Only one of the principal dwelling or accessory apartment may be rented at any given time and if rented, shall be rented for a term of no less than six consecutive months. **Prior to the issuance of a Building Permit, the Owner shall submit a notarized affidavit that states that the owner is or will be in residence in one of the units.**

- d) The accessory apartment shall ~~have a net floor area not exceeding 1/2 of the net floor area of the principal dwelling unit and not more than 900 square feet~~ **not exceed 1,000 square feet of gross floor area.**
  - e) The accessory apartment shall have not more than two bedrooms.
  - f) At least one off-street parking space shall be provided for the accessory apartment.
- (g) ~~The minimum lot area required for a parcel to allow an accessory apartment shall not be less than 15,000 square feet if the parcel is situated in an RH-1, CV, CH-1, MRL or MRL-1 District; 20,000 square feet if situated in an RL, RM or RR District; and 40,000 square feet if situated in a Water Resource (WR) Overlay District. For parcels existing within an approved open space residential development or cluster subdivision, the lots size shall be consistent with the endorsed plan.~~
- hg). The accessory apartment shall be designed so that, to the degree reasonably feasible, the appearance of the property remains that of a single-family property with matching materials, colors, window styles and roof design for one structure, if the apartment is attached, or for both structures, if the apartment is detached.
  - ih). The principal dwelling unit and accessory apartment shall meet all **Board of Health** wastewater treatment requirements for the combined number of bedrooms.
  - ji). The proposed use shall not exceed the building or site coverage ~~in~~ **for the applicable Zoning District.**
  - kj). If an addition **to the principal dwelling** is to be ~~built~~ **constructed** for the proposed use **accessory apartment**, the addition shall be set back from front, side and rear lot lines the distance required in the zoning district for new construction **comply all with setback requirements in the applicable Zoning District.**
  - k). **The Zoning Board of Appeals may grant a Special Permit for preexisting nonconforming principal dwellings and residential accessory buildings that do not comply with the setback or lot coverage requirements in the applicable Zoning District.**
- ~~The Building Commissioner shall determine compliance with said criteria following receipt of the application for a building permit for a change in use and/or for construction of the said accessory apartment.~~
- D). **Upon receipt of a complete Building Permit application for a change or expansion of use for construction of the accessory apartment, the Building Commissioner shall determine compliance with the Criteria listed above.**
4. A determination that the owner has failed to comply with the forgoing criteria shall be evidence that the rights and benefits conferred hereunder are null and

void and the elements that make the accessory apartment a separate dwelling unit shall be removed from the property within 90 days of said determination, with the owner to comply with all requirements of the State Building Code and Town Zoning in removing elements determined to be unpermitted. **If the Building Commissioner makes a determination that the owner is not in compliance with the Criteria listed above, including Criteria (3)c. above, after the issuance of a Certificate of Occupancy, the Owner may be subject to fines for the Zoning violation. In addition to being fined, the approval of the accessory apartment may be revoked, if the Owner does not correct a Zoning violation within 30 days. If the approval of the accessory apartment is revoked by the Building Commissioner, the owner will be required to remove the improvements that were constructed to create the accessory apartment within 90 days of said determination. The owner shall comply with all requirements of the State Building Code in restoring the principal dwelling or detached structure to its condition prior to the construction of the accessory apartment.**

Or to take any other action relative thereto. By request of the Planning Board. ***Requires a 2/3 vote.***

*Explanation: The amendment includes a new definition of Accessory Apartment. The minimum lot sizes required for accessory apartments in various Zoning Districts were deleted in an effort to allow for more accessory apartments. A new requirement for the owner to sign an affidavit that requires accessory apartments to be leased for a term of no less than six months was inserted to help provide more year-round rental housing units. The principal dwelling and accessory apartment must comply with all Board of Health requirements for on-site septic systems. The Board of Appeals may grant Special Permits to provide relief on non-conforming properties. This amendment will help to address some of the Town's housing issues by allowing for more accessory apartments. This will increase the housing supply, provide an alternative to large single-family homes and provide people with less expensive housing options.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to support increases in low cost housing options.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 37 be accepted and adopted, and that the Town amend the Zoning Bylaw as printed in the warrant and further, that the Town Clerk be authorized to appropriately conform numerals, written numbers, and sections throughout the Zoning Bylaws based upon this Article. Duly seconded

The Planning Board report was presented by Duncan Berry, Planning Board Chair.

**Action:** The motion required a 2/3 vote to pass; the motion carried unanimously.

## AMEND ZONING BYLAW – CHAPTER 325, ARTICLE XVII FLOODPLAIN REGULATIONS

**ARTICLE 38:** To amend the Code of the Town Of Harwich Article XVII §325 –Floodplain Regulations by deleting the entire existing section and replacing it with the following new Floodplain Regulations.

### Article XVII

#### Floodplain Regulations

#### § 325-104 Purpose

**The purpose of the Floodplain Overlay District is to:**

1. Promote flood resiliency through planning and design;
2. Reduce the creation of new public safety hazards caused by new construction and redevelopment in flood zones;
3. Reducing the occurrence of public emergencies resulting from adversely impacting water quality, contamination, and pollution due to flooding;
4. Reducing the loss of utility services which if damaged by flooding would disrupt or shut down the utility network and impact regions of the community beyond the site of flooding;
5. Reducing costs and safety risks associated with the response and cleanup of flooding conditions;  
Reducing damage to public and private property resulting from flooding waters.

#### § 325-105 Establishment Of Floodplain Districts

The Floodplain District is herein established as an overlay district superimposed over the underlying Zoning Districts. The district includes all Special Flood Hazard Areas within the Town of Harwich designated as Zones A, AE, AH, AO, A99, V, or VE on the Barnstable County Flood Insurance Rate Map (FIRM) dated July 16, 2014 issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The exact boundaries of the Districts shall be defined by the 1% chance base flood elevations shown on the FIRM and further defined by the Barnstable County Flood Insurance Study (FIS) report dated July 16, 2014. All flood zones referenced within this Floodplain Overlay District Bylaw shall mean the flood zones designated on the FIRM dated July 16, 2014. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Department and Conservation Commission.

#### § 325-106 Abrogation

The floodplain management provisions found in this Floodplain Overlay District Bylaw shall take precedence over and shall supersede any less restrictive, conflicting sections of the Zoning Bylaws, Code of the Town of Harwich or regulations in the Town of Harwich.

**§ 325-107 Relation to Other Districts.**

The Floodplain Overlay District is superimposed over the other Zoning Districts shown on the Official Zoning Map. All buildings, structures, uses or land included within the Floodplain Overlay District shall be subject to all the restrictions and regulations of the underlining Zoning District in addition to those set forth in this article.

**§ 325-108 Designation of Floodplain Administrator**

The Town of Harwich hereby designates the Building Commissioner to be the official Floodplain Administrator for the Town.

**§ 325-109 Degree Of Protection**

The degree of flood protection required by this bylaw is considered reasonable but does not imply total flood protection.

**§ 325-110 Severability**

The degree of flood protection required by this Floodplain Overlay District Bylaw is based on reasonable scientific and engineering considerations but does not imply total flood protection. This Bylaw shall not create liability on the part of the Town of Harwich or any officer or employee thereof for any flood damage that may result from reliance on the provisions hereof, or from any administrative decision made hereunder.

**§ 325-111 Requirement To Submit New Technical Data**

If the Town acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the Town will, within 6 months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s). Notification shall be submitted to: FEMA Region I Risk Analysis Branch Chief, 99 High St., 6th floor, Boston, MA 02110 and a copy of notification to: Massachusetts NFIP State Coordinator, MA Dept. of Conservation & Recreation, 251 Causeway Street, Boston, MA 02114.

**§ 325-112 Unnumbered A Zones**

In A Zones, in the absence of FEMA Base Flood Elevation (BFE) and/or floodway data, the Town of Harwich Building Department shall reasonably obtain, review and utilize base flood elevation and floodway data available from a Federal, State, or other source for determining whether residential and nonresidential structures must be elevated to or above base flood level, whether floodproofing is required or whether encroachments in floodways should be prohibited.

**§ 325-113 Floodway Encroachments**

In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

In Zone AE, along watercourses that have a regulatory floodway designated on the Town's FIRM, encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

#### § 325-114 Watercourse Alterations or Relocations in Riverine Areas

In a riverine situation, the Floodplain Administrator shall notify the following entities of any alteration or relocation of a watercourse:

- Adjacent Communities, especially upstream and downstream;
- NFIP State Coordinator: Massachusetts Department of Conservation and Recreation, 251 Causeway Street, 8th floor, Boston, MA 02114,
- NFIP Program Specialist - Federal Emergency Management Agency, Region I, 99 High Street, 6th Floor, Boston, MA 02110.

#### § 325-115 Drainage Requirements in AO and AH Zones

Before any activity that constitutes Development, New Construction, Substantial Improvement, Site Alterations or Subdivision (as those terms are defined herein) is commenced within Zones AO and AH on the FIRM, the Floodplain Administrator shall confirm that the work includes adequate drainage paths around structures on slopes to guide floodwaters around and away from proposed structures.

#### § 325-116 Recreational Vehicles

In A, AH, AE, VE, and V Zones , all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the zone's regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready.

#### § 325-117 Permit Requirements

The Town of Harwich requires a permit for all proposed construction or other development in the Floodplain Overlay District, including new construction or changes to existing buildings, placement of manufactured homes, placement of agricultural facilities, fences, sheds, storage facilities or filling, grading, drilling, mining, paving and any other development that might increase flooding or adversely impact flood risks to other properties.

#### § 325-118 Variances From The State Building Code Floodplain Provisions

Variances to the flood-resistant standards as found in the MA State Building Code may only be issued by the MA State Building Code Appeals Board.

Upon learning that an applicant intends to file for a variance from the State Building Code Appeals Board, the Town shall also issue a letter to the property owner regarding potential impacts to the annual premiums for the flood insurance policy covering that property, in writing over the signature of a community official that (i) the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and (ii) such construction below the base flood level increases risks to life and property.



Such notification shall be maintained with the record of all variance actions for the referenced development in the Floodplain Overlay District.

The Town will request from the State Building Code Appeals Board a written and/or audible copy of the portion of the hearing related to the variance, and will maintain this record in the community's files.

#### § 325-119 Variances From This Local Floodplain Overlay District Bylaw

A variance from these floodplain bylaws must meet the requirements set out by State law, and may only be granted by the Board of Appeals if they make the following findings: (1) Good and sufficient cause and exceptional non-financial hardship exist; 2) the variance will not result in additional threats to public safety, extraordinary public expense, or fraud or victimization of the public; and 3) the variance is the minimum action necessary to afford relief.

#### § 325-120 Enforcement

Violations of any section or provision of this Bylaw may be enforced by the institution of enforcement actions, either criminal or civil, either legal or equitable or both, or by fines of not more than three hundred (300) dollars for each offense. Each day that such offense continues shall constitute a separate offense.

#### § 325-121 Subdivision Within Floodplain Overlay Districts

All preliminary and definitive subdivision applications filed with the Town of Harwich Planning Board for land located within the Floodplain Overlay District shall be reviewed by the Planning Board as part of its review under the Subdivision Control Law and the Harwich Subdivision Regulations to assure that:

- a) Such proposals minimize flood damage;
- b) Public utilities and facilities are located and constructed so as to minimize flood damage; and
- c) Adequate drainage is provided.

#### § 325-122 Base Flood Elevation Data for Subdivision Proposals

When proposing subdivisions greater than 50 lots or 5 acres (whichever is less), the proponent must provide technical data to determine base flood elevations for each developable parcel shown on the proposed subdivision plans.

#### § 325-123 Use Regulations.

##### A. Existing Regulation

1. All development in the floodplain, including structural and nonstructural activities, whether permitted by right or by Special Permit, must be in compliance with the following:
  - a) Section of the State Building Code which addresses floodplain and coastal high-hazard areas (currently 780 CMR).
  - b) Wetland Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00).
  - c) Inland Wetlands Restriction, DEP (currently 310 CMR 13.00)
  - d) Coastal Wetlands Restriction, DEP (currently 310 CMR 12.00).

- e) Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5).
- f) Minimum Requirements for the Subsurface Disposal of Sewage Regulations, Town of Harwich.
- g) Harwich Wetlands Protective Bylaw.
- 2. Any variance from the provisions and requirements of the above-referenced state or local regulations may only be granted in accordance with the required variance procedures of these state or local regulations.
- B. Other Use Regulations
  - 1. Within Zones AH and AO on the FIRM, adequate drainage paths are required around structures on slopes, to guide floodwaters around and away from proposed structures.
  - 2. In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available federal, state, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.
  - 3. Located within the floodplain are areas designated as coastal high-hazard areas (Zone VE). Since these areas are extremely hazardous due to high-velocity waters from tidal surges and hurricane wave wash, the following provision shall apply: all new construction shall be located landward of the reach of mean high tide. Existing contour intervals of site and elevations of existing structures must be included on any plan proposal.

#### § 325-124 Permitted Uses

The following uses of low flood damage potential and causing no obstructions to flood flows are encouraged, provided that they are permitted in the underlying district and they do not require structures, fill, or storage of material or equipment:

- A. Agricultural uses, such as farming, grazing, horticulture, etc.
- B. Forestry and nursery uses.
- C. Outdoor recreational uses, including fishing, boating, play areas, etc.
- D. Conservation of water, plants, and wildlife.
- E. Wildlife management areas and foot, bicycle and/or horse paths.
- F. Temporary nonresidential structures used in connection with fishing, growing, harvesting, storage, or sale of crops raised on the premises.
- G. Buildings lawfully existing prior to September 30, 1980.

#### § 325-125 Special Provisions For Lifting Existing Structures To New and Appropriate Elevations

- A. Notwithstanding the provisions of any other provision of the Harwich Zoning Bylaw to the contrary, except as otherwise provided pursuant to Subsection C of this section, a person shall be allowed to lift an existing structure located in an area of special flood hazard to a new and appropriate elevation, or constructing a staircase or other attendant structure necessitated by such raising without the need for Board of Appeals relief; provided, however, that this exemption shall apply only to the minimum extent or degree necessary to allow the structure to meet the new and appropriate elevation with adequate means of ingress, egress and accommodation of typical basement facilities.

- B. Appurtenant to lifting an existing structure, the existing structure may be relocated elsewhere on the lot as long as said relocation does not create a new, or increase the intensity of a setback nonconformity.
- C. The exemption established pursuant to Subsection A of this section shall not be available to a person who has altered or is seeking to alter the original dimensions of a structure if, had the alteration not been made, the structure could have been raised to meet the new and appropriate elevation either without the exemption or with an exemption of lesser degree than is needed with the alteration.

#### § 325-126 Definitions

The definitions contained herein pertain only to this article of the bylaw.

##### AREA OF SPECIAL FLOOD HAZARD

The land in the floodplain within a community subject to a one-percent or greater chance of flooding in any given year. The area may be designated as Zone A, AO, AH, A1-30, AE, A99, V1-30, VE, or V.

##### ATTENDANT STRUCTURE

Means an area to accommodate utilities, laundry facilities or mechanicals which are otherwise typically located within a basement area.

##### BASE FLOOD

The flood having a one-percent chance of being equaled or exceeded in any given year.

##### COASTAL HIGH-HAZARD AREA

The area subject to high-velocity waters, including but not limited to hurricane wave wash. The area is designated on a FIRM as Zone V1-30, VE, VO or V.

##### DEVELOPMENT

Any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials. [US Code of Federal Regulations, Title 44, Part 59]

##### DISTRICT

Floodplain District.

##### EXISTING STRUCTURE

Any commercial or municipal structure or residential dwelling that currently exists, or existed prior to the catastrophic event, at the time a request is made to elevate

##### FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)

Administers the National Flood Insurance Program. FEMA provides a nationwide flood hazard area mapping study program for communities as well as regulatory standards for development in the flood hazard areas.

**FLOOD INSURANCE RATE MAP (FIRM)**

**An official map of a community on which FEMA has delineated both the areas of special flood hazard and the risk premium zones applicable to the community.**

**FLOOD INSURANCE STUDY**

**An examination, evaluation, and determination of flood hazards and, if appropriate, corresponding water surface elevations or an examination, evaluation and determination of flood-related erosion hazards.**

**FLOODWAY**

**The channel of the river, creek or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. [Base Code, Chapter 2, Section 202]**

**FUNCTIONALLY DEPENDENT USE**

**A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities. [US Code of Federal Regulations, Title 44, Part 59] Also [Referenced Standard ASCE 24-14]**

**HIGHEST APPLICABLE FLOOD ELEVATION STANDARD**

**Means the 1% FEMA base flood elevation plus up to an additional three feet.**

**HIGHEST ADJACENT GRADE**

**The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure. [US Code of Federal Regulations, Title 44, Part 59]**

**HISTORIC STRUCTURE**

**Any structure that is:**

- a) **Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;**
- b) **Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;**
- c) **Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior;**  
**or**
- d) **Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:**
  1. **By an approved state program as determined by the Secretary of the Interior or**
  2. **Directly by the Secretary of the Interior in states without approved programs.****[US Code of Federal Regulations, Title 44, Part 59]**

### LOWEST FLOOR

The lowest floor of the lowest enclosed area (including basement or cellar). An unfinished or flood-resistant enclosure, usable solely for parking of vehicles, building access or storage, in an area other than a basement area is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of state and local regulations.

### NATIONAL FLOOD INSURANCE PROGRAM (NFIP)

A program administered by the Federal Emergency Management Agency (FEMA)

### NEW AND APPROPRIATE ELEVATION

Means any elevation to which a structure is raised, or is to be raised, that is equal to or higher than the applicable FEMA base flood elevation; provided, however, that in no case shall the new and appropriate elevation exceed the highest applicable flood elevation standard.

### NEW CONSTRUCTION

Structures for which the start of construction commenced on or after the effective date of the first floodplain management code, regulation, ordinance, or standard adopted by the authority having jurisdiction, including any subsequent improvements to such structures. New construction includes work determined to be substantial improvement. [Referenced Standard ASCE 24-14]

### RECREATIONAL VEHICLE

A vehicle which is:

- a) Built on a single chassis;
- b) 400 square feet or less when measured at the largest horizontal projection;
- c) Designed to be self-propelled or permanently towable by a light duty truck; and
- d) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use. [US Code of Federal Regulations, Title 44, Part 59]

### REGULATORY FLOODWAY - See FLOODWAY

### SPECIAL FLOOD HAZARD AREA

The land area subject to flood hazards and shown on a Flood Insurance Rate Map or other flood hazard map as Zone A, AE, A99, AR, AO, AH, V, VO, or VE. [Base Code, Chapter 2, Section 202]

### START OF CONSTRUCTION

The date of issuance for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement is within 180 days after the date of issuance. The actual start of construction means the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of a slab or footings, installation of pilings or construction of columns.

Permanent construction does not include land preparation (such as clearing, excavation, grading or filling), the installation of streets or walkways, excavation for a basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main building. For a substantial improvement, the actual “start of construction” means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [Base Code, Chapter 2, Section 202]

#### STRUCTURE

A structure, for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. [US Code of Federal Regulations, Title 44, Part 59]

#### SUBSTANTIAL DAMAGE

Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred.

#### SUBSTANTIAL IMPROVEMENT

Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure before the start of construction of the improvement. This term includes structures which have incurred substantial damage, regardless of the actual repair work performed.

#### SUBSTANTIAL REPAIR OF A FOUNDATION

When work to repair or replace a foundation results in the repair or replacement of a portion of the foundation with a perimeter along the base of the foundation that equals or exceeds 50% of the perimeter of the base of the foundation measured in linear feet, or repair or replacement of 50% of the piles, columns or piers of a pile, column or pier supported foundation, the building official shall determine it to be substantial repair of a foundation. Applications determined by the building official to constitute substantial repair of a foundation shall require all existing portions of the entire building or structure to meet the requirements of 780 CMR. [As amended by MA in 9th Edition BC]

#### TYPES OF FLOOD ZONE DESIGNATIONS

1. ZONE A - An area of special flood hazard without water surface elevations determined.
2. ZONE AE - Area of special flood hazard with water surface elevations determined.
3. ZONE AH - Areas of special flood hazards having shallow water depths and/or unpredictable flow paths between (1) and (3) feet, and with water surface elevations determined.
4. ZONE AO - Area of special flood hazards having shallow water depths and/or unpredictable flow paths between (1) and (3) ft. (Velocity flow may be evident; such flooding is characterized by ponding or sheet flow.)
5. ZONE A99 - Area of special flood hazard where enough progress has been made on a protective system, such as dikes, dams, and levees, to consider it complete

- for insurance rating purposes. (Flood elevations may not be determined.)
6. ZONE X - Areas of minimal or moderate flood hazards or areas of future-conditions flood hazard.
  7. ZONE V - Area of special flood hazards without water surface elevations determined, and with velocity, that is inundated by tidal floods (coastal high hazard area)
  8. ZONE VE - An area of special flood hazards, with water surface elevations determined and with velocity, that is inundated by tidal floods (coastal high hazard area)

#### **VARIANCE**

A grant of relief by a community from the terms of a flood plain management regulation. [US Code of Federal Regulations, Title 44, Part 59]

#### **VIOLATION**

The failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in §60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided. [US Code of Federal Regulations, Title 44, Part 59]

Or to take any other action relative thereto. By request of the Planning Board. ***Requires a 2/3 vote.***

*Explanation: This article will amend the Code of the Town of Harwich Article XVII §325 – Floodplain Regulations by deleting the entire existing section and replacing it with new Floodplain Regulations. The Federal Emergency Management Agency (FEMA) is requiring all of communities that are a members of the National Flood Insurance Program (NFIP) to adopt new floodplain management regulations. The new floodplain regulations in this Article contain all of the new restrictions required by FEMA. If voters at Town Meeting do not approve this article, the Town could be removed as a member community in the NFIP and flood insurance policies will dramatically increase in cost.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to support long range planning for public safety within a flood plain district.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

#### **ROLL CALL VOTES:**

##### **Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes, Chair – Finance Committee) I move that Article 38 be accepted and adopted, and that the Town amend the Zoning Bylaw as printed in the warrant and further, that the Town Clerk be authorized to appropriately conform numerals, written numbers, and sections throughout the Zoning By-laws based upon this Article. Duly seconded

The Planning Board report was presented by Duncan Berry, Planning Board Chair.

**Action:** The motion required a 2/3 vote to pass; the motion carried unanimously.

**AMEND ZONING BYLAW – CHAPTER 325, ARTICLE XXII LARGE SCALE GROUND-MOUNTED PHOTOVOLTAIC ARRAYS**

**ARTICLE 39:** To see if the Town will vote to amend the Code of the Town of Harwich Zoning Bylaw, Article XXII Large Scale Ground-Mounted Photovoltaic Arrays, by inserting a new Section 325-144(D) “Design Standards for Accessory Residential Photovoltaic Arrays”.

§ 325-144 Design standards.

A. Lighting. Lighting of large-scale ground-mounted solar photovoltaic installations shall be consistent with local, state and federal law. Lighting of other parts of the installation, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Where feasible, lighting of the large-scale ground-mounted solar photovoltaic installation shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.

B. Signage. Signs on large-scale ground-mounted solar photovoltaic installations shall comply with a Harwich Sign Code. A sign that identifies the owner and provides a twenty-four-hour emergency contact phone number shall be required. Large-scale ground-mounted solar photovoltaic installations shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the installation.

C. Utility connections. Reasonable efforts, as determined by the Planning Board, shall be made to place all utility connections for the large-scale ground-mounted solar photovoltaic installation underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider. Electrical transformers for utility interconnections may be above ground if required by the utility provider.

**D. Design Standards for Accessory Residential Photovoltaic Arrays**

**1. Accessory Residential Rooftop Solar Installations**

**Accessory Residential Rooftop Solar Installations are allowed By-Right in all**



**residential Zoning Districts. Solar panels shall not extend over the edge of the roof and shall not extend above the ridge line of the roof.**

**2. Accessory Residential Ground Mounted Solar Installations**

**Accessory Residential Ground Mounted Solar Installations are allowed By-Right in all residential Zoning Districts contingent upon the following requirements:**

- a) **Setbacks – Accessory Residential Ground mounted solar panels must comply with all of the setback requirements in the applicable Zoning District.**
- b) **Height – Accessory Residential Ground mounted solar panels shall not exceed 15 feet in height.**
- c) **Screening – Accessory Residential Ground mounted solar panels shall be screened from view from any public or private way. The solar installation shall be screened with a minimum of six foot high solid fence or densely planted evergreen buffer.**
- d) **Location – Accessory Residential Ground mounted solar panels shall be mounted in the rear yard behind the rear building line.**

Or to take any other action relative thereto. By request of the Planning Board. **Requires a 2/3 vote.**

*Explanation: This article will amend the Code of the Town of Harwich Article XXII Large Scale Ground-Mounted Photovoltaic Arrays by inserting a new section of the Code that will regulate solar panels on residential properties. Solar photovoltaic installations will be allowed by-right, in all residential Zoning Districts, on rooftops and ground mounted installations. New restrictions will require that ground mounted solar panels be located in the rear yard, within all required setbacks and require screening with a 6' high fence and/or evergreen buffer plantings.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to establish regulations and guidelines for large scale solar arrays.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 39 be accepted and adopted, and that the Town amend the Zoning Bylaw as printed in the warrant except that Article XXII be replaced with Article XXIII and further, that the Town Clerk be authorized to appropriately conform numerals, written numbers, and sections throughout the Zoning By-laws based upon this Article.  
Duly seconded

The Planning Board report was presented by Duncan Berry, Planning Board Chair.

**Action:** The motion required a 2/3 vote to pass; the motion carried unanimously.

**AMENDMENT TO THE AGREEMENT BETWEEN THE TOWNS OF CHATHAM AND  
HARWICH WITH RESPECT TO THE FORMATION OF A REGIONAL SCHOOL DISTRICT**

**ARTICLE 40:** To see if the Town will vote to approve an amendment to the “Agreement between the Towns of Chatham and Harwich with Respect to the Formation of a Regional School District”, as voted by the Monomoy Regional School District Committee; a copy of which is available at the Town Clerk’s Office of each respective town, and to act fully thereon. By Request of the Board of Selectmen and Monomoy Regional School District.

*Finance Committee Recommendation: The Finance Committee recommends no recommendation pending further information, (NRPFI), when, at the time of the printing of the warrant, it had insufficient or incomplete information to make an informed recommendation. It does not imply a negative view, only an incomplete understanding of the article at the print deadline. The Finance Committee will make its final recommendation at Town meeting after having received further information.*

**FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING  
FURTHER INFORMATION (NRPFI) VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine,  
Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

No recommendation pending further information:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres,  
Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that this article be indefinitely postponed.  
Duly seconded

**Action:** The article was indefinitely postponed.

#### AMEND CEMETERY REGULATIONS

**ARTICLE 41:** To see if the Town will vote, pursuant to General Laws Chapter 114, Section 23, to approve the Cemetery Regulations, as adopted by the Cemetery Commissioners at a meeting held on February 16, 2023, a copy of which shall be on file with the Town Clerk once they are adopted by the Cemetery Commission; and to act fully thereon. By request of the Cemetery Commission

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted. After previous attempts this long-awaited article will improve and correct deficiencies in the current By-law.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0, ABSTAINED-1**

#### **ROLL CALL VOTES:**

##### **Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

##### **Finance Committee:**

To accept and adopt:

Yeas: 7 (Zero): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

Abstained: 1 (One): Mark Ameres

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 41 be accepted and adopted, and to approve the Cemetery Regulations on file in the Town Clerk's Office.

Duly seconded

**Action:** The motion carried unanimously.

#### ACQUISITION OF EASEMENT AT 129 ROUTE 28 FOR ROUTE 28 WATER MAIN PROJECT

**ARTICLE 42:** To see if the Town will vote to authorize the Board of Selectmen to acquire, by gift, purchase and/or eminent domain, an easement for public utility purposes, including, without

limitation, the construction, installation, operation, maintenance, repair and replacement of utilities and other related rights, appurtenances and facilities, including, but not limited to, the right to undertake directional drilling to support the Route 28 Water Main Replacement Project, and for any and all purposes incidental or related thereto, in, on, under and near a certain parcel of land located at 129 Route 28 (Assessor's Parcel ID 11-P1-0); and, further, to raise and appropriate, transfer from available funds, or borrow, a sum of money to fund any land acquisition costs and all other expenses incidental thereto; and to act fully thereon. By request of the Board of Water/Wastewater Commissioners. Estimated Cost: \$10,000.00. ***Requires 2/3 vote.***

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$10,000 be transferred from available funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that this Article be accepted and adopted, and that the sum of \$10,000 be transferred from Free Cash for the purpose of the article.

Duly seconded

**Action:** The motion required a 2/3 vote to pass; the motion carried unanimously.

**AUTHORIZE SELECTMEN TO CONVEY PARCEL OF LAND AT 276 QUEEN ANNE ROAD**

**ARTICLE 43:** To see if the Town will vote to authorize the Board of Selectmen to convey a parcel of land containing 2.25 acres, more or less, and all improvements thereon, if any, located at 276 Queen Anne Road, identified as Assessor's Parcel ID 69-M1-0, on such terms and conditions as the Board of Selectmen shall determine; and to authorize the Board of Selectmen to enter into all agreements and take any and all actions as may be necessary or convenient to accomplish the foregoing purposes; and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$10,000. ***Requires 2/3 vote.***

*Explanation: This article is the last step necessary for the Board of Selectmen to offer this parcel for sale through the RFP (Request for Proposal) process. The estimated cost is related to any costs related to the procurement process required of RFPs and is funded from free cash.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$10,000 be transferred from available funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 43 be accepted and adopted, and that the sum of \$10,000 be transferred from Free Cash for the purpose of the article.

Duly seconded

**Action:** The motion required a 2/3 vote to pass; the motion carried unanimously.

**ACQUISITION OF FOREST STREET PROPERTY**

**ARTICLE 44:** To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain, or otherwise, that property described in a deed to Samuel D. Constan, dated June 15, 2005, recorded with the Barnstable County Registry of Deeds in Book 20143, Page 148, including four (4) parcels of land located off Forest Street, identified as Parcel ID 31-P10-0 (0 Forest Street), containing 0.840 acres, more or less; Parcel ID 31-C9-0 (0 Forest Street), containing 1.910 acres, more or less; Parcel ID 31-C1-A-0 (0 Parallel Street), containing 0.140 acres, more or less; and Parcel ID 31-C6-0 (0 Forest Street), containing 17,860 S.F., more or less; and further to authorize the Board of Selectmen to enter into all agreements and take any and all actions as may be necessary or convenient in furtherance of this article; and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$5,000. ***Requires 2/3 vote.***

*Explanation: The current owners of the parcels referenced in the article are interested in gifting them to the Town. The cost referenced is to account for any unforeseen costs related to this taking and is funded from free cash.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$5,000 be transferred from available funds for this purpose. The owners of the property are working with the Town for this land to be gifted.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 44 be accepted and adopted, and that the sum of \$5,000 be transferred from Free Cash for the purpose of the article.  
Duly seconded

**Action:** The motion required a 2/3 vote to pass; the motion carried unanimously.

**AUTHORIZATION PAYMENT IN LIEU OF TAXES (PILOT) AGREEMENTS**

**ARTICLE 45:** To see if the Town will vote to designate the Board of Selectmen, the Board of Assessors, and the Town Administrator, collectively, as the “authorized officer” to negotiate and enter into Payment in Lieu of Tax Agreements for solar or wind powered energy systems and co-located energy storage systems pursuant to M.G.L. c.59, § 5, Clause 45<sup>th</sup>, and to take any other action relative thereto. By request of the Board of Assessors and the Board of Selectmen.

*Explanation: The Town has received an inquiry from a photovoltaic solar array vendor who has been granted permission by the Commonwealth of Massachusetts through the Department of Transportation (DOT) to install solar canopies at the property known as the “Park & Ride” in Pleasant Lake village (292 Pleasant Lake Avenue). While the Town is not a party to this installation, the vendor has requested to enter into a “Payment In Lieu of Taxes” or PILOT agreement. If the Board of Selectmen were to enter into such an agreement (that matter is still pending as of this writing), adoption of this article is necessary.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted as a necessary step to complete an agreement between the Massachusetts Department of Transportation and a vendor concerning the Park & Ride property at Route 124 and Route 6.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**Action:** The motion carried unanimously.

**ANNUAL DEPARTMENTAL REVOLVING FUNDS AUTHORIZATION**

**ARTICLE 46:** To see if the Town will vote to set spending limits for various revolving funds that have been authorized pursuant to Section 8.2 of the Town Code; and to act fully thereon. By request of the Town Administrator.

<i><u>Revolving Fund</u></i>	<i><u>FY 2024 Spending Limit</u></i>	<i><u>Disposition of FY22 Fund balance</u></i>
<i>Golf Pro Shop and Restaurant Lease Revenue</i>	<i>\$250,000</i>	<i>Available for expenditure</i>
<i>Golf Infrastructure fund</i>	<i>\$140,000</i>	<i>Available for expenditure</i>
<i>Council on Aging</i>	<i>\$125,000</i>	<i>Available for expenditure</i>
<i>Cemetery</i>	<i>\$100,000</i>	<i>Available for expenditure</i>
<i>Community Center</i>	<i>\$100,000</i>	<i>Available for expenditure</i>
<i>Recreation</i>	<i>\$175,000</i>	<i>Available for expenditure</i>
<i>Albro House</i>	<i>\$10,000</i>	<i>Available for expenditure</i>
<i>Wetlands</i>	<i>\$6,000</i>	<i>Available for expenditure</i>
<i>204 Sisson Road Municipal Building</i>	<i>\$300,000</i>	<i>Available for expenditure</i>
<i>Sidewalks</i>	<i>\$50,000</i>	<i>Available for expenditure</i>
<i>Tax Title Collection</i>	<i>\$36,000</i>	<i>Available for expenditure</i>

*Explanation: This is a standard article required under the General Bylaws Chapter 8, Section 8-2. The only change requested spending limit is to increase the limit for the 204 Sisson Road Municipal Building Revolving Fund from \$225,000 to \$300,000.*

*Finance Committee Recommendation: The Finance Committee recommends this customary article be accepted and adopted.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Larry Ballantine, Julie Kavanagh

Nays: 1 (One): Donald Howell

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher,

Angelo LaMantia, Mark Ameres, Robert McCreedy, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that this article be accepted and adopted. Duly seconded

**Action:** The motion carried unanimously.

**SUPPLEMENTAL FUNDING FOR BROOKS ACADEMY RENOVATIONS**

**ARTICLE 47:** To see if the Town will vote to transfer from the Sale of Land Sinking Fund a sum of money to complete the renovations to Books Academy and all costs incidental and related thereto; and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$475,000.

*Explanation: The current foundation project has led to several “concealed conditions” that need to be corrected. Additionally, the Town’s Facilities Manager has been provided updated information for a more efficient boiler system to be installed after the foundation project has been completed. The funds available for these costs are from the Sale of Land Sinking Fund and were specifically generated from the sales of 5 Bells Neck and 203 Bank Street. The law requires said funds to be used on any outstanding debts on those buildings. Given that there are no debts, the funds can be used in the manner requested above.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$475,000 be transferred from available land sales funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0, ABSTAINED-2**



**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 6 (Six): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Daniel Tworek, Michele Gallucci

Nays: 0 (Zero): None

Abstained: 2 (Two): Mark Ameres, Robert McCready

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 47 be accepted and adopted, and that the sum of \$475,000 be transferred from the Sale of Land Sinking Fund for the purpose of this article.

Duly seconded

**Action:** The motion carried unanimously.

**SUPPLEMENTAL APPROPRIATION FOR JUDAH ELDREDGE PROPERTY**

**ARTICLE 48:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to supplement the amount previously appropriated under Article 55 of the 2018 Annual Town Meeting for the purpose of acquiring the Judah Eldredge property located on Seth Whitefield Road; or to take any other action relative thereto. By request of the Board of Selectmen. Estimated cost: \$400,000. ***Requires 2/3 vote.***

*Explanation: This article seeks to provide additional funding to complete the proposed taking as originally outlined in under Article 55 of the 2018 Annual Town Meeting. The town is presently seeking an appraisal; however we do not expect the appraised value to be greater than the assessed value. The article will bring the total of available funds to \$750,000. This article is to be funded from free cash.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$400,000 be transferred from available funds for this purpose, to complete article # 55 of the 2018 annual Town meeting.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 48 be accepted and adopted, and that the sum of \$400,000 be transferred from Free Cash for the purpose of this article.

Duly seconded

**Action:** The motion required a 2/3 vote to pass; the motion carried unanimously.

**TRANSFER FREE CASH TO THE STABILIZATION FUNDS**

**ARTICLE 49:** To see if the Town will vote to transfer from free cash a sum of money to the General Stabilization Fund, a sum of money to the Affordable Housing Special Purpose Stabilization Fund, and a sum of money to the Wastewater Special Purpose Stabilization Fund; or to take any other action relative thereto. Requested by the Board of Selectmen. Estimated cost \$1,200,000.00.

*Explanation: The town has \$7,090,842 available in free cash (separate from the \$63,841 in free cash dedicated to opioid funds). If this article, the previous articles and the upcoming articles relying on free cash are adopted, the town will have approximately \$200,000; which, if unspent, will eventually be factored into next year's free cash calculations.*

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$1,200,000 be transferred from available funds for this purpose. With over seven million dollars in free cash this year it is prudent to put a significant portion of this money into savings for future use.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 49 be accepted and adopted, and that the sum of \$400,000 be transferred from Free Cash to the General Stabilization Fund; that the sum of \$400,000 be transferred from Free Cash to the Affordable Housing Special Purpose Stabilization Fund; and that the sum of \$400,000 be transferred from Free Cash to the Wastewater Special Purpose Stabilization Fund.

Duly seconded

**Action:** The motion carried.

#### **FUND PRIOR YEAR'S UNPAID BILLS**

**ARTICLE 50:** To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to pay unpaid bills of prior years as provided for in M.G.L. Ch. 44, Section 64, and to act fully thereon. By request of the Town Administrator. Estimated cost: \$10,696. ***Requires 4/5 vote.***

<b>Prior Year Bills</b>	
Ames Marine Service	850.00
General Code	1,195.00
GM Framingham LLC/Green Mattress	2,650.00
New England Time Solutions, Inc.	794.64
Albertsons - Safeway	27.06
Harwich Water Department	822.08
Harwich Police Department	1,793.71
Verizon	2,562.75
	<b>10,695.24</b>

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$10,696 be transferred from available funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

#### **ROLL CALL VOTES:**

##### **Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

##### **Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres,

Daniel Tworek, Robert McCready, Michele Gallucci  
Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that this Article be accepted and adopted, and that the sum of \$10,695.24 be transferred from Free Cash for this purpose.

Duly seconded

**Action:** The motion required a 4/5 vote to pass; the motion carried unanimously.

#### DEFRAY THE EXPENSES OF THE CHASE LIBRARY AND HARWICH PORT LIBRARY

**ARTICLE 51:** To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$20,000 to help defray the expenses of the Chase Library and the Harwich Port Library; said funds to be expended under the direction of the Chase Library and Harwich Port Library Trustees; and to act fully thereon. By request of the Town Administrator. Estimated Cost: \$20,000

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$20,000 be transferred from available funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0, ABSTAINED-1**

#### **ROLL CALL VOTES:**

##### **Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

##### **Finance Committee:**

To accept and adopt:

Yeas: 7 (Seven): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

Abstained: 1 (One): Daniel Tworek

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 51 be accepted and adopted, and that the sum of \$20,000 be transferred from Free Cash for the purposes of the article.

Duly seconded

**Action:** The motion carried unanimously.

## PROMOTE THE TOWN OF HARWICH

**ARTICLE 52:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money for the Harwich Chamber of Commerce to promote the Town and its businesses and cultural endeavors to advance economic development initiatives for and with the Town of Harwich. Said monies to be used to manage and fulfill year-round visitor/resident/business information services, to promote and market the Town, to generate and initiate materials and activities that encourage the establishment, growth and sustainability of businesses in Harwich, and to implement economic development objectives and activities in partnership with the Town; and to act fully thereon. By request of the Town Administrator. Estimated cost: \$50,000.00

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$50,000 be transferred from available funds for this purpose. This is an increase from recent years to recognize and assist the Chamber of Commerce in their ongoing program of summer sales for resident and non-resident beach and transfer station permits. The Chamber sells permits on weekends and other times when normal Town sellers are not available.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

### **ROLL CALL VOTES:**

#### **Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

#### **Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 52 be accepted and adopted, and that the sum of \$50,000 be transferred from Free Cash for the purpose of the article.

Duly seconded

**Action:** The motion carried unanimously.

## SUPPLEMENTAL ANNUAL ALLOCATION OF MASS CULTURAL COUNCIL FOR LOCAL CULTURAL COUNCIL GRANTS

**ARTICLE 53:** To see if the Town will vote to raise and appropriate and/or transfer from available a sufficient sum of money to supplement the Massachusetts Cultural Council annual allocation for community grant awards to artist, performers, and interpretive scientist who bring

events and programs to local venues which enhance the cultural experience of Harwich citizens of all ages, and to act fully thereon. By request of the Town Administrator. Estimated Cost: \$4,000.00

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$4,000 be transferred from available funds for this purpose.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 53 be accepted and adopted, and that the sum of \$4,000 be transferred from Free Cash for the purpose of the article.  
Duly seconded

**Action:** The motion carried unanimously.

**REAFFIRM AND EXTEND M.G.L., CHAPTER 59, §5, CLAUSE 56**

**ARTICLE 54:** To see if the Town will vote to reaffirm and extend MGL Chapter 59, §5, Clause 56. Upon acceptance of this section by the Town, the Board of Assessors may grant, real and personal property tax abatement up to 100% of the total tax assessed to members of the Massachusetts National Guard and to Reservists on active duty in foreign countries for the fiscal year they performed such service subject to eligibility criteria to be established by the Board of Assessors. The authority to grant abatements under this section shall expire after 2 years of acceptance unless extended by a vote of the city or town. Said change to take effect FY 2025 and act fully thereon. By request of the Harwich Veterans Agent and Board of Assessors.

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to assist members of the Massachusetts National Guard and Reservists while on active duty.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 54 be accepted and adopted.

Duly seconded

**Action:** The motion carried unanimously.

**CITIZEN INITIATIVE PETITION ARTICLES**

**PROHIBIT THE SALE, DISTRIBUTION AND USE OF BALLOONS**

**ARTICLE 55:** To see if the Town will vote to prohibit the sale, distribution and use of any type of balloon inflated with any type of lighter-than-air gas within the Town of Harwich. By request of Patrick Otton

*Explanation: Improper disposal of balloons and restraining attachments often released to float and drift away or not properly disposed are a significant well documented hazard to wildlife and marine life.*

**ADDENDUM:**

**A. Purpose and intent.**

The purpose of this bylaw is to address public concerns regarding the environmental hazards to wildlife and marine life in the Town of Harwich posed by the release and improper disposal of balloons, balloons and their restraining attachments

**B. Definitions.**

As used, the following terms shall have the meanings indicated:

**LIGHTER-THAN-AIR GAS**

A gas that is buoyant in air because it has an average density lower than that of air (including, but not limited to helium gas).

**BALLOON**

Including, but not limited to, plastic, latex, rubber or Mylar balloons

**RESTRAINING ATTACHMENTS**

How the balloon is held in place, including but not limited to, ribbon, rope, string, or sticks

C. Applicability.

Effective September 15, 2023, no person shall sell, distribute or use any type of balloon inflated with any type of lighter-than-air gas within the Town of Harwich.

No person shall throw, deposit, discard, or otherwise discharge inflated, underinflated or non-inflated balloons into any street, alley, waterway, park, beach, or other public place in the Town of Harwich unless placing in a trash receptacle.

Further, no person shall knowingly release or cause to be released into the air any balloon(s) inflated with any lighter-than-air gas.

D. Exemptions.

Launching or operation of lighter-than-air aircraft, or the launching of balloons inflated with lighter-than-air gas by government agencies or scientific organizations, is allowed.

E. Enforcement.

Violations of this bylaw shall be subject to noncriminal disposition pursuant to the provisions of Chapter \_\_\_\_\_, of these bylaws.

This bylaw may be enforced by any Town of Harwich police officer or other designee/agent authorized by the Board of Selectmen.

F. Fines and penalties.

Any person or establishment violating this chapter shall be punished by a non-criminal fine.

Notwithstanding the general penalties set forth under Chapter \_\_\_\_\_, of these bylaws, the specific penalties for violations of this bylaw shall be as follows:

(1)

First offense: written warning.

(2)

Second offense: \$50.

(3)

Third offense: \$100.

*Finance Committee Recommendation: The Finance Committee recommends indefinite postponement, (IPP), to allow the continuation of balloons at festive functions within the Town.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED (IPP). VOTE: YES-7, NO-0, ABSTAINED-1**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 0 (Zero): Zero

Nays: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

**Finance Committee:**

To indefinitely postpone:

Yeas: 7 (Seven): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres,



Daniel Tworek, Robert McCready  
Nays: 0 (Zero): None  
Abstained: 1 (One): Michele Gallucci

**Motion:** (Patrick Otton) I move that the Town vote to amend the Town’s General Bylaw by inserting a new bylaw entitled Prohibition of the Sale, Distribution, and Use of Balloons and that the bylaw as proposed in the article be accepted and adopted and that the Chapter references be inserted as follows: E. Enforcement Chapter 1 and F. Fines and Penalties Chapter 1, and further, that the Town Clerk be authorized to appropriately conform numerals, written numbers, and sections throughout the General Bylaws based upon this article.

Duly seconded

A motion was made and duly seconded to terminate debate, requiring a 3/4 majority to pass.

The Moderator had the four tellers sworn in on the first night of Town Meeting – Ed Banks, Jeffrey Handler, Joan McCarty, and Richard Waystack – continue to serve as tellers for the second night.

A standing count was taken: Yes: 221, No: 12. The motion to terminate debate carried.

**Action:** A standing count was taken: Yes: 125, No: 109. The motion carried.

#### ADOPT A NEW GENERAL BYLAW – PLASTIC REDUCTION

**ARTICLE 56:** To see if the Town will vote to amend the Town’s General Bylaw by inserting a new bylaw entitled, Plastic Reduction, as follows, and to authorize the Town Clerk to assign appropriate numbering therefor:

#### **CHAPTER \_\_\_\_: PLASTIC REDUCTION**

This bylaw is enacted pursuant to the general police power in order to protect the health, safety and welfare of the inhabitants of the Town.

#### **Effective Date**

This Bylaw shall take effect on September 1, 2024.

#### **Purpose and Intent**

Plastic food containers and single-use utensils form a significant portion of the solid waste stream going into landfills. Local landfills are running out of room; our future solid waste may have to be transported hundreds of miles to a landfill at considerable cost. Most plastic food containers are not recyclable, nor are they biodegradable. Once buried in our landfills, they will persist for centuries. If incinerated the toxins in plastic are linked to cancer and threaten our air quality. Appropriate alternative and sustainable products are readily available from the vendors used by local food establishments; cooperative bulk buying arrangements are possible. Thus, elimination of plastic food containers and utensils is in the best interest of the health and welfare of Town inhabitants.

#### **Definitions**

“Disposable Food Service Container” means single-use disposable products for serving or transporting prepared, ready-to-consume food. This includes plates, bowls, trays, hinged or lidded containers, and utensils.

“Food Establishment” means an operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption, as further defined in 105 CMR 590.002. Any establishment requiring a permit to operate in accordance with the State Food Code, 105 CMR 590.000, et. seq., shall be considered a Food Establishment for purposes of this Bylaw.

“Plastic” is defined as any type of plastic resin, which may contain recycled material, and may be sold as recyclable, biodegradable, or compostable. The material is commonly categorized in terms of #1, #2, #3, #4, #5, #6, #7; plastic as referenced includes all categories.

“Prepared Food” means any food prepared for consumption on the Food Establishment’s premises, using any cooking or food preparation technique. This does not include any raw uncooked meat, fish or eggs unless provided for consumption without further food preparation.

“Town Facility” means any building, structure, land, or park owned or operated by the Town of Harwich, its agents and departments.

“Town Facility Users” means all persons, societies, associations, organizations, or special event promoters who require a permission to use a Town Facility. Town Facility Users also includes concession contracts with the Town, Town-managed concessions, Town-sponsored events, and food services provided at the Town’s expense.

#### Prohibition

A. Except as provided herein, Food Establishments are prohibited from dispensing Prepared Food to customers in Disposable Food Service containers and utensils made from Plastic.

B. Town Facility Users are prohibited from dispensing Prepared Food to customers in Disposable Food Service containers made from Plastic and providing utensils made from Plastic.

Public and private schools, educational institutions, summer camps, childcare facilities, and other childcare programs approved to participate in USDA Child Nutrition Programs are exempt.

#### Administration and Enforcement

This Bylaw is enforced by the Town Administrator, or any committee appointed by them. Any Food Establishment or Town Facility User which violates any provision of this Bylaw shall be subject to the following penalties:

First Offense: Written warning

2nd Offense: \$150 fine

3rd Offense and Subsequent Offenses: \$300 fine

Any such fines collected shall be payable to the Town of Harwich. Each day the violation continues constitutes a separate violation. After detection of an initial violation, the designated inspection authority will be required to verify subsequent compliance until compliance with this bylaw is established. All businesses will be routinely inspected until the Town Administrator deems the inspection to be no longer be required. By request of Patrick Otton

*Finance Committee Recommendation: The Finance Committee recommends indefinite postponement, (IPP), to prevent an undue burden on families and businesses that have suffered enough over the past two years. It is also noted by the Finance Committee the Town has a robust recycling program at the transfer station and strongly encourages citizens to recycle.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED (IPP). VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 1 (One): Donald Howell

Nays: 3 (Three): Michael MacAskill, Mary Anderson, Larry Ballantine

**Finance Committee:**

To indefinitely postpone:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Bonnie Brydges) I move this article be accepted and adopted as printed with the following two changes: 1. The effective date of this article shall be revised to read from September 1, 2024 to January 1, 2025, 2. Under the heading “Prohibitions” the following statement is to be added: “This article excludes all beverages prepared at food establishments.” And further, that the Town Clerk be authorized to appropriately conform numerals, written numbers, and sections throughout the General Bylaws based upon this Article.

Duly seconded

**Action:** A standing count was taken: Yes: 132, No: 107. The motion carried.

**SEEK SPECIAL LEGISLATION PROHIBITING THE APPLICATION OF FERTILIZER**

**ARTICLE 57:** To see if the Town will vote to authorize and ask the Select Board to petition the Great and General Court of the Commonwealth of Massachusetts for special legislation, the text of which is set forth, prohibiting the application of fertilizer in the Town of Harwich except for the purposes of commercial agriculture and the residential use of organic fertilizer with low nitrogen and phosphorus for the use in growing fruits and vegetables that is allowable under the USDA National Organic Program organic standards (OMRI listed). By request of Patrick Otton

*Explanation: This Home Rule petition asks the state legislature to allow the Town of Harwich to establish its own fertilizer regulations. Beacon Hill does not have the seashore, ponds, embayments and estuaries. These are all endangered by human sourced pollution of nitrogen and phosphorous from fertilizers. Harwich's 22 ponds and 11+ miles of coastline are the life and assets for all residents, property owners, visitors and businesses in Harwich. It is the reason we live here and they need to be protected and cared for.*

*Finance Committee Recommendation: The Finance Committee recommends indefinite postponement, (IPP). The Finance Committee encourages the proper applications of lawn fertilizers as allowed by Massachusetts General Laws.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED (IPP). VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 0 (Zero): None

Nays: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

**Finance Committee:**

To indefinitely postpone:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Patrick Otton) I move that Article 57 be accepted and adopted as printed.

The Moderator pointed out that the language printed in Article 57 states “the text of which is set forth” in relation to the proposed special legislation, but that no such text is actually included with the article.

A motion was made and duly seconded to terminate debate, requiring a 3/4 majority to pass. A standing count was taken: Yes: 199, No: 18; the motion to terminate debate carried.

**Action:** The motion did not carry.

**TO ACCEPT THE LAYING OUT AS A TOWN WAY A PORTION OF OLD BREWSTER WAY**

**ARTICLE 58:** To accept the laying out as a town way by order of the Board of Selectmen; a point of land, shown as Old Brewster Road, to facilitate and provide life safety services over the roadway. Submitted by Denise Bouvier, Trustee First Shelley Path Realty Trust and others

*Finance Committee Recommendation: The Finance Committee recommends no recommendation pending further information, (NRPF), when, at the time of the printing of the warrant, it had insufficient or incomplete information to make an informed recommendation. It does not imply a negative view, only an incomplete understanding of the article at the print deadline. The Finance Committee will make its final recommendation at Town meeting after having received further information.*

**FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPF). VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 0 (Zero): Zero

Nays: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

**Finance Committee:**

No recommendation pending further information:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCreedy, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 58 be indefinitely postponed. Duly seconded

**Action:** The article was indefinitely postponed.

**PETITION THE GENERAL COURT TO AMEND MGL GOVERNING THE DISPERSAL OF SCHOOL CHOICE FUNDS**

**ARTICLE 59:** To see if the Town will vote to Ask the Board of Selectman, acting on behalf of the Town, to petition the state legislature, to amend the Massachusetts General Laws governing the dispersal of School Choice funds, to include all other forms of alternative education, as currently allowed by the state, e.g., homeschool and private school participants, etc. In addition, the petition should be made with language requesting that any changes to the MGL's should consider interim support to address any negative draw down impacts to the Public School System, during any resultant adjustment phase. By request of Daniel Baker

*Explanation: This article is intended to encourage changes to the Massachusetts General Laws to extend the dispersal of School Choice funds to all other forms of state allowed alternative education, e.g., homeschool and private school participants, etc. Under the current School Choice laws, MGL Part I Title XII Chapter 76 Sections 12B & 12C, School Choice funds may only be dispersed to another Massachusetts public school or alternative state allowed charter schools, all other state allowed education alternatives, e.g., homeschool and private school participants, etc., are excluded from the School Choice program, and thus, excluded from any School Choice funds following the student thereto. State authorized School Choice funding following the student to one form of state allowed alternative education, while excluding School Choice funding from all other state allowed alternative forms of education, leans heavily towards being discriminatory.*

*As mentioned during last year's town meeting, real estate values and AP classes are important, but does Harwich really believe that children who would thrive in an alternative state allowed education opportunity should be sacrificed to benefit others?*

*Potential benefit for the Taxpayers: School Choice could eventually be a benefit to the taxpayers of Massachusetts, as well. Currently Charter Schools are entitled to receiving the full funding allotted for each child, although if future changes to the School Choice laws incorporate fractional funding vs full funding for all state allowed alternative education (including charter schools); families would have some skin in the game, which would result in wiser alternative educational choices and eventually a reduction in taxpayer burden.*

*Today, if the parent/student determines that state allowed homeschooling/private schooling is the correct educational choice for the student, they have to pay 100% out of pocket. Only those of sufficient wealth can afford school choices outside the public/charter school system. Those families that do pay out of pocket are also paying taxes supporting a public school/charter system that does not suit their needs, without the ability to recoup funds legally allotted for their child.*

*For families that are currently homeschooling/private schooling in the Monomoy School district, and this change would end discriminatory leaning practices and ensure fair and equitable treatment for all.*

*National School Choice Week: The third week in January has been proclaimed "National School Choice Week" by Presidential, gubernatorial and mayoral proclamations (which includes homeschooling/private schooling); and has recently been further supported by Senate Simple Resolution 11 which passed by unanimous consent on February 1 2023 and introduced to the House under Resolution H.Res.51 (2023-2024). For more information regarding "National School Choice Week", please go to website "schoolchoiceweek.com".*

*Many likely know that Arizona recently signed the most comprehensive School Choice program into law. Many other states have enacted similar programs. State-by-state School Choice information can also be found the "schoolchoiceweek.com" website.*

*Please join us to help end discriminatory leaning practices in education and vote for freedom of choice, educational diversity, fair/equitable treatment for all and greater student success.*

*Finance Committee Recommendation: The Finance Committee recommends indefinite postponement, (IPP). Although there is a potential for some people to benefit from some aspects of this proposal there is not enough information about the amount of money and where it will come from to gain support from the entire committee.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED (IPP). VOTE: YES-6, NO-2**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

**Finance Committee:**

To indefinitely postpone:

Yeas: 6 (Six): Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek,

Robert McCready

Nays: 2 (Two): Peter Hughes, Michele Gallucci

**Motion:** (Daniel Baker) I move that Article 59 be accepted and adopted.

Duly seconded

A motion was made and duly seconded, requiring a 3/4 majority to pass. A standing count was taken: Yes: 187, No: 4; the motion to terminate debate carried.

**Action:** The motion did not carry.

**INTERMUNICIPAL AGREEMENT FOR AN AGRICULTURAL/ENVIRONMENTAL  
EDUCATIONAL FACILITY LOCATED AT 374 MAIN STREET**

**ARTICLE 60:** To see if the Town will vote to authorize and Direct the Board of Selectmen to enter into an Agreement with an Established Educational Facility, private party, or Not for Profit entertee, through all means necessary including yet not limited to, a Inter-municipal agreement or long term lease for purpose to create and operate an Agricultural/Environmental Educational Facility on said land acquired at the Harwich Annual Town Meeting 2000, Article 11, situated at 374 Main Street, North Harwich, shown on Harwich Assessors Map 47 as Parcel A-10 containing 33.6 acres, more or less. Being further shown on a plan recorded in the Barnstable County Registry of Deeds in Plan 460 Page 55 and further described in the deed recorded in the Barnstable Registry of Deeds of Book 10792 Page 257 being known as The Main Street Bog. Further authorize the Board of Selectmen to pursue any means necessary to accomplish this action, including yet not limited to, partition to Massachusetts State Legislature subject to Section 7 Chapter 293 of the Acts of 1998 entitled Establishment of Cape Cod Open Space Land Acquisition Program, an any other related questions of purposeful use of said land. Execute any and all instruments as may be necessary on behalf of the Town and to ack fully thereon. By request of Leo Cakounes.

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to assist the Selectmen in developing an educational use of this property.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Leo Cakounes) I move to accept and adopt Article 60, and to add the following sentence at the end of the Article: "and further to authorize the Board of Selectmen to file a home rule petition with the General Court to modify any Article 97 restriction that may exist on the property, if necessary." And to authorize a 50 year lease for the purposes set forth in the article.

Duly seconded

**Action:** The motion carried.

**AMEND ACTION OF ANNUAL MEETING OF 2000, ARTICLE 11 PURCHASE OF 374 MAIN STREET**

**ARTICLE 61:** To see if the Town will vote to Amend action of the Towns Annual Meeting of 2000, Article 11 purchase of 374 Main Street, North Harwich, described in deed recorded at Barnstable County Registry of Deeds Book 10792 Page 257 and shown on a plan Recorded at Barnstable County Registry of Deeds in Plan Book 460 Page 55 by adding the following...the property described in the article for (AGRICULTURAL AND ENVIRONMENTAL EDUCATION,) preservation, open space...and to ack fully thereon. By request of Leo Cakounes. ***Requires 2/3 vote.***

*Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to add the necessary language to the deed for developing an educational use of this property.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0**

**ROLL CALL VOTES:**

**Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

**Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 61 be indefinitely postponed.

Duly seconded

**Action:** The article was indefinitely postponed.



### **Town Moderator Appointments**

**At this time, the Moderator, Michael D. Ford, Esq., made the following appointments:**

#### **Finance Committee:**

I appoint Dana DeCosta to a three (3) year term expiring June 30, 2026.

I appoint Mark Ameres to a three (3) year term expiring June 30, 2026.

I appoint Mark Kelleher to a three (3) year term expiring June 30, 2026.

#### **Caleb Chase Trust Fund:**

I appoint Paul V. Doane to a three (3) year term as Trustee expiring June 30, 2026.

#### **Cape Cod Regional Technical High School District Committee:**

I appoint John Our to a three (3) year term expiring June 30, 2026.

### **HERRING FISHERIES**

**ARTICLE 62:** To see what action the Town will take in regard to the Herring Fisheries; and to act fully thereon. Customary Article.

*Finance Committee Recommendation: The Finance Committee recommends this customary article be accepted and adopted.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-**

#### **ROLL CALL VOTES:**

##### **Board of Selectmen:**

To accept and adopt:

Yeas: 5 (Five): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

##### **Finance Committee:**

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**Motion:** (Peter Hughes – Chair, Finance Committee) I move that Article 62 be accepted and adopted. Duly seconded

**Action:** The motion carried.

#### **Adjournment**

A motion was made and seconded to adjourn the 2023 Annual Town Meeting. The meeting was adjourned at 10:41 PM.

Respectfully submitted,  
Emily Mitchell, Town Clerk

# Appendix A

## Annual Town Election Warrant

**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF HARWICH  
TOWN ELECTION WARRANT  
MAY 16,2023**

BARNSTABLE, ss:

To either of the Constables of the Town of Harwich in said County,

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and Town affairs to meet in the Community Center Gymnasium, 100 Oak Street, in said Town on Tuesday, May 16, 2023

POLLS WILL BE OPEN AT 7:00 AM. and CLOSE AT 8:00 P.M.

To choose on one (1) ballot the following Town Officers and Committees: Two (2) members of the Board of Selectmen for a three year term; Two (2) members of the Monomoy Regional School Committee for a three year term; Two (2) Trustees of the Brooks Free Library for a three year term; Two (2) Water/Wastewater Commissioners for a three year term.

***BALLOT QUESTIONS***

1. Shall the Town of Harwich be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued for the design, permitting, and construction of a dry sewer pipe along Route 28 including any and all other costs incidental and related thereto?

YES \_\_\_\_\_ NO \_\_\_\_\_

2. Shall the Town of Harwich be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to implement Phase 3 and portions of Phase 8 of the Town of Harwich Comprehensive Wastewater Management Plan (CWMP), approved by the Massachusetts Secretary of Energy and Environmental Affairs in a Massachusetts Environmental Policy Act Certificate dated May 13, 2016, consisting of the design, permitting, and construction of sewers in the Pleasant Bay Watershed, including any and all other costs incidental and related thereto?

YES \_\_\_\_\_ NO \_\_\_\_\_

3. Shall the Town of Harwich approve the charter amendment proposed by Town Meeting summarized below?

**SUMMARY**

Massachusetts General Laws, Chapter 43B, Section 10, allows Town Meeting to vote to amend the Town's Charter. On May 2, 2022, Harwich's Annual Town Meeting voted to amend the Town's

Charter through Article 40 of the warrant. That Chmier Amendment is conditioned upon the voters approving the same at this 2023 Annual Town Election.

The proposal will amend the Charter by deleting all references to the words "Board of Selectmen" and "Chairman," in all instances in which they appear, and replacing those words with the gender-neutral alternatives of "Select Board," and "Chair," respectively. The proposal will insert a new Section 3-1-3 of the Charter to clarify that the "Select Board" maintains all duties, responsibilities, and authority of a "Board of Selectmen" under the general and special laws. Finally, the proposal will delete the definition of "He/His" in Section 10.3.1 of the Charter. These amendments serve to make the Chmier's language more gender-neutral, but do not substantively alter any of its terms.

A "YES" vote on this Ballot Question would be in favor of approving this amendment to the Charter.

A "NO" vote on this Ballot Question would be opposed to approving this amendment to the Charter.

YES \_\_\_\_\_ NO \_\_\_\_\_

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 3<sup>rd</sup> day of April, 2023.

s/ Michael D. MacAskill, Chair  
s/ Mary E. Anderson, Vice Chair  
s/ Donald Howell, Clerk  
s/ Julie E. Kavanagh  
s/ Larry G. Ballantine

Board of Selectmen  
Town of Harwich

A true copy Attest:  
s/ David Robinson, Constable

# Appendix B

## Fiscal Year 2024 Board of Selectmen Recommended Budget

**FY 2024 OPERATING BUDGET**  
**Board of Selectmen Recommendations**

LINE #	DEPT #	DEPT NAME	2022 ACTUAL	2023 ORIG BUD	2024 BOS RECOMMEND	% Change
		GENERAL FUND - BAL	3,497,289	1,819,823	1,015,050	-44.2%
1	114	MODERATOR S&W	0	1,000	1,000	0.0%
2	122	SELECTMEN S&W	11,400	762,500	12,500	-98.4%
3	122	SELECTMEN - EXP	4,225	8,750	8,750	0.0%
4		Sub-Total	15,625	771,250	21,250	-97.2%
5	131	FINANCE COMMITTEE S&W	0	3,000	3,000	0.0%
6	131	FINANCE COMMITTEE - EXP	888	2,000	2,000	0.0%
7		Sub-Total	888	5,000	5,000	0.0%
8	131	FINANCE COMMITTEE RESERVE FUND	0	50,000	50,000	0.0%
9	135	TOWN ACCOUNTANT - S&W	253,797	284,406	282,824	-0.6%
10	135	TOWN ACCOUNTANT - EXP	8,757	8,139	9,844	20.9%
11	136	AUDIT - EXP	40,000	45,000	49,000	8.9%
12		Sub-Total	302,554	337,545	341,668	1.2%
13	141	ASSESSORS - S&W	153,596	206,844	234,344	13.3%
14	141	ASSESSORS - EXP	80,062	140,450	147,080	4.7%
15		Sub-Total	233,658	347,294	381,424	9.8%
16	143	TOWN COLLECTIONS - S&W	9,460	15,000	14,000	-6.7%
17	143	TOWN COLLECTIONS - EXP	5,060	6,140	9,190	49.7%
18		Sub-Total	14,520	21,140	23,190	9.7%
19	144	POSTAGE	41,921	50,000	50,000	0.0%
20	145	TREASURER - S&W	285,319	296,268	307,839	3.9%
21	145	TREASURER - EXP	99,093	92,353	93,173	0.9%
22		Sub-Total	384,413	388,621	401,012	3.2%
23	148	MEDICARE & VACATION	335,417	444,354	506,358	14.0%
24	149	ADMINISTRATION - S&W	396,135	543,821	421,593	-22.5%
25	149	ADMINISTRATION - EXP	117,995	133,000	163,000	22.6%
26		Sub-Total	514,129	676,821	584,593	-13.6%
27	152	LEGAL SERVICES - EXP	193,633	185,000	185,000	0.0%
28	152	CLAIMS & SUITS	0	500	500	0.0%
29		Sub-Total	193,633	185,500	185,500	0.0%
30	155	INFORMATION TECHNOLOGY - S&W	62,655	91,940	94,758	3.1%
31	155	INFORMATION TECHNOLOGY - EXP	253,651	439,500	474,247	7.9%
32		Sub-Total	316,306	531,440	569,005	7.1%
33	156	IT CHANNEL 18 S&W	143,040	153,629	169,054	10.0%
34	156	IT CHANNEL 18 EXP	27,193	37,240	48,400	30.0%
35		Sub-Total	170,233	190,869	217,454	13.9%
36	157	CONSTABLE S & W	375	700	700	0.0%

**FY 2024 OPERATING BUDGET**  
**Board of Selectmen Recommendations**

LINE #	DEPT #	DEPT NAME	2022 ACTUAL	2023 ORIG BUD	2024 BOS RECOMMEND	% Change
37	161	TOWN CLERK - S&W	274,661	238,499	249,927	4.8%
38	161	TOWN CLERK - EXP	40,983	61,304	60,360	-1.5%
39		Sub-Total	315,644	299,803	310,287	3.5%
40	171	CONSERVATION - S&W	153,334	160,786	197,658	22.9%
41		CONSERVATION - EXP	5,059	6,686	11,532	72.5%
42		Sub-Total	158,393	167,472	209,190	24.9%
43	173	HOUSING ADVOCATE - S&W			76,096	0.0%
44		HOUSING ADVOCATE - EXP			2,500	0.0%
45		Sub-Total			78,596	0.0%
46	174	TOWN PLANNER - S&W	128,473	153,036	174,015	13.7%
47		TOWN PLANNER - EXP	2,442	5,601	6,581	17.5%
48		Sub-Total	130,916	158,637	180,596	13.8%
49	176	BOARD OF APPEALS - S&W	0	2,050	2,050	0.0%
50		BOARD OF APPEALS - EXP	265	800	4,256	432.0%
51		Sub-Total	265	2,850	6,306	121.3%
52	180	ALBRO HOUSE - EXP	2,814	5,000	5,000	0.0%
53	181	OLD RECR BUILDING - EXP	4,239	6,500	6,500	0.0%
54	182	WEST HARWICH SCHOOL - EXP	402	1,600	0	-100.0%
55		Sub-Total	7,455	13,100	11,500	-12.2%
56	183	COMMUNITY DEVELOPMENT - S&W	5,053	0	0	0.0%
57	183	COMMUNITY DEVELOPMENT - EXP	11,032	5,898	5,898	0.0%
58		Sub-Total	16,086	5,898	5,898	0.0%
59	191	PUBLIC BUILDINGS REPAIRS	0	2,000	2,000	0.0%
60	192	TOWN/FIN COM REPORTS	0	10,000	10,000	0.0%
61	194	ADVERTISING	0	30,000	30,000	0.0%
62	210	POLICE - S&W	3,885,844	4,310,121	4536616	1.0%
63	210	POLICE - EXP	336,392	528,237	604,555	14.4%
64		Sub-Total	4,222,236	4,838,358	5,141,171	6.3%
65	220	FIRE - S&W	4,229,895	4,397,138	5,002,934	13.8%
66	220	FIRE - EXP	497,698	597,499	800,714	34.0%
67		Sub-Total	4,727,593	4,994,637	5,803,648	16.2%
68	241	BUILDING - S&W	456,026	455,517	610,081	33.9%
69	241	BUILDING - EXP	7,059	14,885	17,085	14.8%
70		Sub-Total	463,085	470,402	627,166	33.3%
71	291	EMERGENCY MANAGEMENT - S&W	5,810	5,408	5,515	2.0%
72	291	EMERGENCY MANAGEMENT - EXP	3,176	8,500	8,500	0.0%
73		Sub-Total	8,987	13,908	14,015	0.8%

**FY 2024 OPERATING BUDGET**  
**Board of Selectmen Recommendations**

LINE #	DEPT #	DEPT NAME	2022 ACTUAL	2023 ORIG BUD	2024 BOS RECOMMEND	% Change
74	296	NATURAL RESOURSCS S&W	114,867	116,307	124,320	6.9%
75	296	NATURAL RESOURCES - EXP	25,394	27,100	27,100	0.0%
76		Sub-Total	140,262	143,407	151,420	5.6%
77	297	PLEASANT BAY ALLIANCE	23,760	25,232	25,232	0.0%
78	411	TOWN ENGINEER - S&W	0	101,589	176,277	73.5%
79	411	TOWN ENGINEER - EXP	41,420	39,350	40,850	3.8%
80		Sub-Total	41,420	140,939	217,127	54.1%
81	421	HIGHWAY - S&W	2,727,671	2,778,807	3,067,180	10.4%
82	421	HIGHWAY - EXP	3,590,599	3,355,968	3,881,470	15.7%
83		Sub-Total	6,318,271	6,134,775	6,948,650	13.3%
84	423	SNOW/ICE - S&W	110,215	40,000	40,000	0.0%
85	423	SNOW/ICE - EXP	293,332	95,000	95,000	0.0%
86		Sub-Total	403,547	135,000	135,000	0.0%
87	424	STREET LIGHTS	24,165	30,000	30,000	0.0%
88	491	CEMETERY ADMINISTRATION - S&W	71,434	71,434	80,162	12.2%
89	491	CEMETERY ADMINISTRATION - EXP	4,470	5,108	5,108	0.0%
90		Sub-Total	75,904	76,542	85,270	11.4%
91	510	BOARD OF HEALTH - S&W	213,724	269,893	284,597	5.4%
92	510	BOARD OF HEALTH - EXP	10,320	18,425	18,425	0.0%
93	510	BOARD OF HEALTH - OPIOID ABATEMENT	0	0	102,328	
93		Sub-Total	224,044	288,318	405,350	40.6%
94	540	COMMUNITY CENTER - S&W	196,209	203,327	261,935	28.8%
95	540	COMMUNITY CENTER - EXP	120,329	120,682	158,152	31.0%
96		Sub-Total	316,538	324,009	420,087	29.7%
97	541	COUNCIL ON AGING - S&W	378,115	448,127	465,118	3.8%
98	541	COUNCIL ON AGING - EXP	64,793	112,773	118,045	4.7%
99		Sub-Total	442,908	560,900	583,163	4.0%
100	542	YOUTH COUNSELOR S&W	96,854	98,154	105,148	7.1%
101	542	YOUTH COUNSELOR EXPENS	3,100	4,250	4,430	4.2%
102		Sub-Total	99,954	102,404	109,578	7.0%
103	543	VETERANS EXPENSE/BENEFITS	115,546	145,018	145,805	0.5%
104	550	DISABILITY RIGHTS - EXP	0	500	500	0.0%
105	560	HUMAN SERVICES	81,193	83,250	83,250	0.0%
106	610	LIBRARY - S&W	718,507	755,032	819,809	8.6%
107	610	LIBRARY - EXP	271,021	280,183	300,400	7.2%
108		Sub-Total	989,528	1,035,215	1,120,209	8.2%



**FY 2024 OPERATING BUDGET**  
**Board of Selectmen Recommendations**

LINE #	DEPT #	DEPT NAME	2022 ACTUAL	2023 ORIG BUD	2024 BOS RECOMMEND	% Change
109	629	RECREATION SEASONAL S&W	224,274	219,179	298,919	36.4%
110	629	RECREATION & YOUTH S&W	259,070	264,600	279,271	5.5%
111	629	RECREATION & YOUTH EXP	43,577	48,075	59,225	23.2%
112		Sub-Total	526,922	531,854	637,415	19.8%
113	633	HARBORMASTER - S&W	338,883	360,621	386,952	7.3%
114	633	HARBORMASTER - EXP	198,819	250,879	324,470	29.3%
115		Sub-Total	537,702	611,500	711,422	16.3%
116	670	BROOKS ACADEMY MUSEUM COMMISSION - EXP	15,080	14,000	14,000	0.0%
117	670	HISTORICAL COMMISSION - S&W	0	2,040	2,040	0.0%
118	670	HISTORICAL COMMISSION - EXP	0	350	350	0.0%
119		Sub-Total	0	2,390	2,390	0.0%
120	692	CELEBRATIONS - EXP	0	1,600	1,600	0.0%
121	695	GOLF S&W	951,340	1,002,424	1,070,470	6.8%
122	695	GOLF - EXP	622,509	656,114	702,122	7.0%
123	695	GOLF CAPITAL OUTLAY	64,190	68,000	73,000	7.4%
124		Sub-Total	1,638,039	1,726,538	1,845,592	6.9%
125	698	CULTURAL AFFAIRS - S&W			80,385	0.0%
126		CULTURAL AFFAIRS - EXP			2,500	0.0%
127		Sub-Total	0	0	82,885	0.0%
128		GOLF IMA MRSD	31,741	83,538	84,418	1.1%
129	199	ELECTRICITY - CVEC	66,759	77,644	77,644	0.0%
130		Total Departmental Budgets	28,196,611	29,115,995	30,701,584	5.4%
778		Total Debt Service (Prin & Int)		3,082,196	2,541,802	-17.5%
		Semi-Fixed & Fixed Costs				
		Barnstable County Retirement System		3,504,895	3,474,024	-0.9%
		Unemployment Compensation		20,000	20,000	0.0%
		Group Health Insurance		5,275,725	5,362,192	1.6%
		OPEB		250,000	250,000	0.0%
		General Insurance		910,082	956,060	5.1%
		General Insurance Deductible		20,000	20,000	0.0%
				9,980,702	10,082,276	1.0%
		<b>TOTAL TOWN (Full Cost of Art. 4)</b>		<b>42,178,893</b>	<b>43,325,662</b>	<b>2.7%</b>

**Enhancement of Services: Additions to Staffing**

**Line # Eight (8) Full-time Positions:**

65	Fire Dept.: 4 Firefighters (4)
68	Building Dept.: Planning/Zoning Coordinator (1)
81	Highway Dept.: Custodian (at Com. Ctr.) (1)
97	Community Ctr.: Program Specialist (1)
	Shared 1.0 FTE resource for Conservation/Building (1)
	Building Inspector goes from .5 to 1.0 FTE

FTE = Full-Time Equivalent

# Appendix C

## Capital Outlay Plan

**Five Year Capital Outlay Plan  
FY 2024 to 2028**

Department	Title	FY2024	FY2025	FY2026	FY2027	FY 2028	Five Year Total
Administration	Beautify the villages of Harwich	50,000	50,000	50,000	50,000	50,000	250,000
<b>Administration</b>							
Channel 18	Equipment upgrades	4,388	47,863	24,897	45,000	16,500	138,648
<b>Channel 18</b>							
Facilities Maintenance	100 Oak Street (Community Center)	145,500	295,000	0	653,000	0	1,093,500
Facilities Maintenance	183 Oak Street (Cranberry Valley Golf Course)	0	0	85,000	0	0	85,000
Facilities Maintenance	183 Sisson Road (Public Safety Complex)	0	52,000	0	0	135,000	187,000
Facilities Maintenance	204 Sisson Road (old Middle School)	1,982,427	650,000	265,000	0	0	2,897,427
Facilities Maintenance	209 Queen Anne Rd (DPW Complex)	0	0	0	3,680,000	0	3,680,000
Facilities Maintenance	273 Queen Anne Rd (Transfer Station)	157,300	0	0	0	545,000	702,300
Facilities Maintenance	728 Main Street (Albro House)	0	0	0	0	0	0
Facilities Maintenance	732 Main Street (Town Hall)	0	0	0	0	275,000	275,000
Facilities Maintenance	739 Main Street (Brooks Free Library)	90,000	0	0	40,000	740,000	870,000
Facilities Maintenance	80 Parallel St (Brooks Academy)	0	175,000	350,000	350,000	0	875,000
Facilities Maintenance	715 Route 28 (Harbor complex)	0	200,000	0	0	0	200,000
Facilities Maintenance	ADA compliance requirements	121,000	0	0	0	0	121,000
<b>Facility Maintenance</b>							
Fire Department	Ambulances	0	450,000	0	463,500	0	913,500
Fire Department	Engines/Other Fire Equipped Vehicles	350,000	0	0	0	750,000	1,100,000
Fire Department	Equipment replacements	36,580	0	0	0	0	36,580
Fire Department	Vehicles	0	70,000	0	0	0	70,000
<b>Fire Department</b>							
Golf	Irrigation Update	0	1,250,000	0	0	0	1,250,000
<b>Golf</b>							
Harbormaster	Allen Harbor Jetty	0	0	0	2,350,000	0	2,350,000
Harbormaster	Herring River Ramp replacement	0	30,000	0	300,000	0	330,000
Harbormaster	Wicon Landing improvements	30,000	0	0	0	0	30,000
Harbormaster	Saquataucket Bulkhead replacements	0	0	650,000	0	9,915,000	10,565,000
Harbormaster	Vehicle replacement	0	0	42,000	0	0	42,000
<b>Harbors</b>							
Harwich Elementary School	Maintenance	0	0	180,000	100,000	100,000	380,000
<b>Harwich Elementary School</b>							
Information Technology	Technology reinvestment	387,000	250,000	250,000	250,000	250,000	1,387,000
<b>Information Technology</b>							
Police Department	Police Cruiser replacements	183,000	0	0	0	0	183,000
Police Department	Equipment replacements	64,115	56,115	56,115	18,000	0	194,345
Police Department	Technology replacement	20,000	0	0	0	0	20,000
<b>Police Department</b>							
Public Works	Road maintenance/improvements	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000	7,000,000
Public Works	Equipment replacements	75,000	0	0	0	0	75,000
Public Works	Vehicle replacements	515,000	605,000	555,000	650,000	505,000	2,830,000
<b>Public Works</b>							
Water Department	Vehicle replacements	0	175,000	0	0	0	175,000
Water Department	Equipment replacements	0	125,000	0	0	0	125,000
Water Department	Pavement management plan	175,000	0	0	0	0	175,000
Water Department	New well source exploration (phase 2)	600,000	0	0	0	0	600,000
Water Department	Rt. 28 water main replacement	14,700,000	0	0	0	0	14,700,000
Water Department	Paint Pleasant Lake Ave. tank	0	2,000,000	0	0	0	2,000,000
Water Department	Distribution system upgrades	0	10,000,000	0	0	0	10,000,000
Water Department	Pipe discontinuity upgrade	0	0	1,500,000	0	0	1,500,000
<b>Water Department</b>							
Wastewater Department	E. Harwich Collection System Expansion	50,000,000	0	0	0	0	50,000,000
Wastewater Department	Phase 4 Collection System design	0	2,500,000	0	0	0	2,500,000
Wastewater Department	Rt. 28 sewer main installation	6,500,000	0	0	0	0	6,500,000
<b>Wastewater Department</b>							
<b>ANNUAL TOTALS</b>		<b>77,586,310</b>	<b>20,130,978</b>	<b>4,978,012</b>	<b>9,999,500</b>	<b>14,349,500</b>	<b>126,515,720</b>

**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF HARWICH  
TOWN ELECTION WARRANT  
MAY 16, 2023**

BARNSTABLE, ss:

To either of the Constables of the Town of Harwich in said County,

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and Town affairs to meet in the Community Center Gymnasium, 100 Oak Street, in said Town on Tuesday, May 16, 2023

POLLS WILL BE OPEN AT 7:00 A.M. and CLOSE AT 8:00 P.M.

To choose on one (1) ballot the following Town Officers and Committees: Two (2) members of the Board of Selectmen for a three year term; Two (2) members of the Monomoy Regional School Committee for a three year term; Two (2) Trustees of the Brooks Free Library for a three year term; Two (2) Water/Wastewater Commissioners for a three year term.

***BALLOT QUESTIONS***

1. Shall the Town of Harwich be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued for the design, permitting, and construction of a dry sewer pipe along Route 28 including any and all other costs incidental and related thereto?

YES \_\_\_\_\_ NO \_\_\_\_\_

2. Shall the Town of Harwich be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to implement Phase 3 and portions of Phase 8 of the Town of Harwich Comprehensive Wastewater Management Plan (CWMP), approved by the Massachusetts Secretary of Energy and Environmental Affairs in a Massachusetts Environmental Policy Act Certificate dated May 13, 2016, consisting of the design, permitting, and construction of sewers in the Pleasant Bay Watershed, including any and all other costs incidental and related thereto?

YES \_\_\_\_\_ NO \_\_\_\_\_

3. Shall the Town of Harwich approve the charter amendment proposed by Town Meeting summarized below?

**SUMMARY**

Massachusetts General Laws, Chapter 43B, Section 10, allows Town Meeting to vote to amend the Town's Charter. On May 2, 2022, Harwich's Annual Town Meeting voted to amend the Town's

Charter through Article 40 of the warrant. That Charter Amendment is conditioned upon the voters approving the same at this 2023 Annual Town Election.

The proposal will amend the Charter by deleting all references to the words “Board of Selectmen” and “Chairman,” in all instances in which they appear, and replacing those words with the gender-neutral alternatives of “Select Board,” and “Chair,” respectively. The proposal will insert a new Section 3-1-3 of the Charter to clarify that the “Select Board” maintains all duties, responsibilities, and authority of a “Board of Selectmen” under the general and special laws. Finally, the proposal will delete the definition of “He/His” in Section 10.3.1 of the Charter. These amendments serve to make the Charter’s language more gender-neutral, but do not substantively alter any of its terms.

A “YES” vote on this Ballot Question would be in favor of approving this amendment to the Charter.

A “NO” vote on this Ballot Question would be opposed to approving this amendment to the Charter.

YES \_\_\_\_\_ NO \_\_\_\_\_

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 3rd day of April, 2023.

s/ Michael D. MacAskill, Chair  
s/ Mary E. Anderson, Vice Chair  
s/ Donald F. Howell, Clerk  
s/ Julie E. Kavanagh  
s/ Larry G. Ballantine

Board of Selectmen  
Town of Harwich

A true copy Attest:

s/ David Robinson, Constable

DATE: April 7, 2023

By virtue of this Warrant I have this day notified and warned the inhabitants of the Town of Harwich, qualified to vote in elections and town affairs, to meet in the Community Center, 100 Oak Street in said Town on Tuesday, the 16<sup>th</sup> day of May, 2023 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office buildings, in Town Hall, and in the Community Center in the Town of Harwich, which covers all four precincts, at least fourteen (14) days before the time of said meeting as within directed, and causing an attested copy

thereof to be published in the Cape Cod Chronicle published in Barnstable County and having its circulation in the Town of Harwich.

s/ David Robinson, Constable

The following individuals reported to the Harwich Community Center on Election Day, May 16, 2023, to serve as election workers. All election workers were duly sworn in by Town Clerk Emily Mitchell prior to beginning their official duties.

Election Workers: Joyce Bearse, Karen Boujoukos, Lisa Butler, Charles Callahan, Joan Callahan, JoAnne Clancy, Mandy Devery, Elaine Dickinson, Sarah Fitzpatrick, Carol Genatossio, Terry Hayden, Thomas Hollingsworth, Christina Joyce, Ann Kaplan, Susan Kosoff, Toni London, Kathleen Muller, Pat Nock, Sheila O'Toole, Sandra Robinson, Kathleen Schreck, Dick Smith, Bob Spencer, Virginia Stark, Judy Sullivan, Donna Tavano, Kathleen Teahan, Carol Thayer, LuAnne Tribastone, Steven Tribastone, Susan Weinstein

Board of Registrars: Shirley Knowles, Mary Ann Pina, Deborah Sementa

Town Clerk's Office Staff: Emily Mitchell, Jennifer Clarke, Marissa El Sehrawey

The polls opened at 7:00 AM. Voters were directed to their voting precincts within the Community Center gymnasium. At 8:00 PM, with no voters in sight or waiting in line, Town Clerk Emily Mitchell declared the polls closed. The Town Clerk announced unofficial results at 8:40 PM. A total of 1,959 voters participated, including 73 absentee voters and 57 early voters, out of a total 11,507 registered voters.

## Harwich Annual Town Election - May 16, 2023

### Official Results - Final

	Precinct				
	1	2	3	4	Total
<b>Board of Selectmen Vote for not more than TWO</b>					
Donald F. Howell, Candidate for Re-election	328	279	220	186	1013
Jeffrey F. Handler	449	380	302	245	1376
Peter J. Piekarski	337	306	195	172	1010
Write In	3	1	1	3	8
Blank	173	132	110	96	511
<b>Total</b>	1290	1098	828	702	3918
<b>Monomoy Regional School Committee Vote for not more than TWO</b>					
Meredith Henderson, Candidate for Re-election	456	400	301	250	1407
Ryan D. Clarke	466	409	311	258	1444
Write In	3	1	3	1	8
Blank	365	288	213	193	1059
<b>Total</b>	1290	1098	828	702	3918
<b>Brooks Free Library Board of Trustees Vote for not more than TWO</b>					
JoAnne Brown, Candidate for Re-election	497	449	337	293	1576
Linda Cebula, Candidate for Re-election	492	398	310	257	1457
Write In	1	2	0	1	4
Blank	300	249	181	151	881
<b>Total</b>	1290	1098	828	702	3918
<b>Water/Wastewater Commission Vote for not more than TWO</b>					
John B. Gough, Candidate for Re-election	469	398	317	264	1448
Allin P. Thompson, Jr. , Candidate for Re-election	510	443	316	260	1529
Write In	4	1	0	1	6
Blank	307	256	195	177	935
<b>Total</b>	1290	1098	828	702	3918
<b>Question 1 (Route 28 Sewer Pipe)</b>					
Yes	462	385	287	231	1365
No	141	148	114	99	502
Blank	42	16	13	21	92
<b>Total</b>	645	549	414	351	1959

<b>Question 2 (E. Harwich Wastewater Collection Expansion)</b>					
Yes	457	375	284	233	1349
No	145	156	114	94	509
Blank	43	18	16	24	101
<b>Total</b>	<b>645</b>	<b>549</b>	<b>414</b>	<b>351</b>	<b>1959</b>
<b>Question 3 (Charter Amend - Select Board)</b>					
Yes	452	392	305	246	1395
No	172	143	101	96	512
Blank	21	14	8	9	52
<b>Total</b>	<b>645</b>	<b>549</b>	<b>414</b>	<b>351</b>	<b>1959</b>

	Precinct				
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>Total</b>
<b>Total Registered Voters</b>	3228	2819	2763	2697	11507
<b>Total Voter Turnout</b>	645	549	414	351	1959
				<b>Percentage</b>	17.02%

Included *within* the total turnout numbers reported above are the following absentee and early ballots:

	Precinct				
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>Total</b>
<b>Absentee Ballot Applications</b>	29	17	17	11	74
<b>Absentee Ballots Cast</b>	28	17	17	11	73
<b>Early (Vote by Mail) Applications</b>	21	17	21	16	75
<b>Early Ballots Cast</b>	14	14	19	10	57

The absentee and early ballots were distributed to their precincts before the close of polls. They were processed through the voting tabulators and counted with the ballots cast at the precincts.

**Town Clerk Emily Mitchell announced the unofficial results at 8:40 PM**

Attest: s/ Emily Mitchell, Town Clerk



# Harwich Voter Information Committee

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## 2023 Annual Report

The Voter Information Committee charge is to *inform and prepare voters on issues to be addressed at Annual and Special town meetings and the local annual election and to encourage voter registration and participation*. The committee meets monthly on the third Wednesday at 4:30 p.m. in the Harwich Channel Studio at the Harwich Community Center. Members of the public are encouraged to attend.

As of this written report, membership consists of three members all duly sworn in and with excellent attendance records. Minutes and Agendas are posted promptly by the Committee Clerk. Our current need relates to membership and is addressed in the final section of this report.

**Civic Engagement Programs:** The Harwich Voter Information Committee did not have a quorum of members from October 2022 through October 2023, so no programs were held. In the absence of an active VIC, the League of Women Voters held a Candidates Forum on April 20, 2023, for the open seat on the Harwich Select Board.

**Membership:** In October 2022, former VIC Chair Emily Milan resigned from the committee due to personal obligations; this left the committee with only two active members until October 2023 when Amy Jalbert joined the committee and meetings resumed. Continued recruitment efforts by the Select Board would be much appreciated, as having only the minimum number of members presents challenges in scheduling meetings and accomplishing the committee's charge. With the resignation of Mary Anderson from the Select Board, the Committee is presently without a liaison to the Select Board.

**Educational Outreach:** The committee created a flyer focused on encouraging residents to sign up for town notification using the Civic Ready system. This was shared via town partners and the Harwich Channel, as well as on the Town website.

**Support and Assistance:** The work of the committee could not be undertaken without a great deal of assistance from town and community partners. First, the committee would like to thank Jamie Goodwin and Caleb Ladue of the Harwich Channel for their support. As always, we thank the

Harwich Select Board for its support of our endeavors. Finally, we owe a good deal of thanks to the League of Women Voters of the Cape Cod Area for moderating the Candidates Forum and to the candidates themselves for their participation.

Respectfully submitted,

Tricia Murray, Chair (2024)

Joy Jordan, Clerk (2026)

Amy Jalbert (2025)

# *Report of the* **Harwich By-Law/ Charter Review Committee**

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In accordance with Harwich Home Rule Charter Section 7-16-1, the Committee is charged to regularly review the charter of the town and submit proposed amendments to the Select Board, and to regularly review the by-laws of the town and submit proposed revisions to the town meeting at least once every 5 years.

We welcomed new member Noreen Donahue and thanked retiring member Carol Thayer for her years of service and good advice.

The Committee has begun a major review of the charter and general by-laws of the Town of Harwich as called for in the charter. Although the town meeting agreed to fund consulting services for this type of review, the Committee has not been able to avail itself of external professional assistance. Therefore, we have met, both formally and informally, with various town agencies and are reviewing the charters and general by-laws from other towns. The Committee welcomes all input and ideas for the improvement in the manner that we choose to govern ourselves as a community.

There has been conversation in the community concerning the formation of a full Charter Commission. The community should note that this would be an elected board, independent of the Select Board. The community should also note that the formation of such a commission does not get voted on by town meeting: the request for the formation goes directly to the town ballot, as does the election for the members of such a commission. The Committee has not discussed this nor taken any action on this issue.

We will continue this extensive review throughout the next year. We anticipate presenting proposals to the Select Board and to the community in the future.

All Committee members attend meetings regularly; we have no vacancies. We thank town officials and employees for participating in our discussions and the citizens who attend our meetings. We also thank our Finance Committee liaisons, Angelo LaMantia and Daniel Tworek, and our Select Board liaison Jeffrey Handler, for their helpful input.

Respectfully submitted by

Town of Harwich By-Law/Charter Review Committee  
January 2024

Linda Cebula, *Chair*  
Noreen Donahue  
Anita Doucette, *Vice-Chair*  
Sandra Hall  
Deborah Sementa, *Clerk*

# HUMAN SERVICES

## *Report of the* **Brooks Academy Museum Commission**

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The calendar year 2023 was very productive. The construction of a new basement for Brooks Academy to repair structural problems was completed. However, during the construction new unknown issues came to light which led to the need for more funds. To cover the costs for these needs and replace the heating system that failed during the initial construction with a more efficient one, the town passed Article 47 at the 2023 annual Town Meeting which transferred \$475,000.00 from the Sale of Land Sinking Fund. The town also approved \$640,000.00 for the Community Preservation Act Funds to fund the exterior preservation and window restoration with an additional \$50,000.00 to fund combination storm windows if necessary to the preservation of the windows.

This summer the Crowell Barn and master carver Paul Phillips were the subject of an episode of WCVB's "Chronicle" program which is shown on channel 5. As a result, there was a large growth of interest in the barn, museum, and history of the town.

We also want to thank David Spitz who resigned from the board for all his hard work and leadership over the last several years. His guidance and experience will be missed.

Respectfully submitted,

Lynne Zalesak, *Chair*  
Debora Miller, *Vice Chair*  
Sandra Hall, *Clerk*  
Janet Cassidy

*Report of the*  
**Brooks Free Library**

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**Brooks Free Library**

739 Main St., Harwich, MA 02645

Phone: (508) 430-7562, Email: bfl\_mail@clamsnet.org

Website: [www.brooksfreelibrary.org](http://www.brooksfreelibrary.org)

**Vision**

“a world of ideas in the heart of the community”

**Mission Statement**

Brooks Free Library will promote full and equal access to information and ideas, the love of reading, the joy of learning, and engagement with the arts, sciences and humanities.

**2023 ANNUAL REPORT**

Established in 1881, Brooks Free Library is the municipal library for the Town of Harwich. Under the Town Charter, the Library is governed by a seven-member elected Board of Trustees responsible for appointing Library staff and overseeing the administration and operation of the Library. This year Trustees Linda Cebula and Jo Anne Brown were re-elected to new three-year terms on the Board of Trustees.

The Library serves as an educational, cultural, informational and recreational resource for all members of the community – children, youth, families, seniors, working people, people with disabilities, students, teachers, businessmen, independent learners, homebound residents, non-profit organizations, year-round and seasonal residents and visitors to town. The Library is open 6 days per week: Monday- Thursday 10 am - 7 pm and Friday & Saturday 10 am - 4 pm.

**FY23 Statistics (July 2022 - June 2023)**

Number of Registered Borrowers	9,722
Items in the Collection (physical items, eBooks & downloadable Audio)	117,158
Items Checked Out (physical items, eBooks & downloadable Audio)	252,451
Use of Electronic Resources	189,526
Number of Inter-Library Loans	51,078

Number of Registered Borrowers	9,722
Items in the Collection (physical items, eBooks & downloadable Audio)	117,158
Number of Reference Questions	14,233
Number of Adult Programs	271
Attendance at Adult Programs	2,252
Number of Programs for Youth	33
Attendance at Programs for Youth	176
Number of Programs for Children	294
Attendance at Programs for Children	13,973
Total Number of Programs	598
Total Attendance at Programs	16,401

### **Collections and Resources**

In addition to the traditional print collection of books, magazines and newspapers, the Library's physical collection also includes audiobooks, feature films and documentaries, and "Library of Things" items such as a soil meter, telescope, birding kit, baking pans, energy meter, chromebooks and laptops, hotspots for Internet access, trekking poles and a variety of outdoor games. Online resources include eBooks, downloadable audiobooks, streaming movies, and research databases. As publishers provide more opportunities for libraries to subscribe to "e-editions" for their patrons, we are doing so. These subscriptions enable our cardholders to read the newspaper online for free, just as it appears in print. Newspaper e-editions currently available to our patrons include the Cape Cod Times and Wall Street Journal. Library users may borrow passes for discounted admission to numerous area and regional museum and attractions, thanks to the generosity of the Friends of Brooks Free Library.

### **Technology Services**

Brooks Free Library continues to serve as a much-needed public access center for technology, providing public computers with high speed reliable Internet for adults in our Reference Department and for younger users in the Homework Center in our Youth Services Department. 24/7 wireless Internet access is available inside the Library as well as in areas adjacent to the building.

In addition to providing access to technology, the Library has knowledgeable, trained staff members ready to assist users. Staff members

show patrons how to search online, find trusted sources for information and news, how to use email, download an attachment, send a photo, or submit a job application online. This assistance is invaluable to many members of our community who are learning the skills needed to navigate the digital world, which is becoming more essential every day. It is not just seniors who need this assistance, as some might think. Many working-age community members need technology assistance as well, particularly if they have been employed in occupations where they weren't able to develop good technology skills. Help is available at our Reference Desk during all open-hours. If more detailed assistance is needed, staff members are happy to schedule a one-on-one "Book-A-Librarian" appointment.

In addition to general technology assistance, our VITAL program (Vision Impaired Technology Assistance at the Library) teaches people with sight loss to become independent users of computers and assistive technology software and devices. Staff members also provide information and referral services for people with disabilities, and they assist residents register for Talking Books program and BARD, the digital audiobook download program of the National Library Service. Many community members with vision loss don't have the technology skills to enable them to utilize these services, so we've developed a program where staff members and volunteers download BARD audiobooks for them.

### **Adult Programs**

On-going programming for adults in 2023 consisted of three book discussion groups and the weekly Knit-Lit group, all lead by members of our staff. These on-going programs enable community members to get to know others in the community, helping to build connections between residents. New members are always welcome to join a group.

This fall our Evening Book Group transitioned to a new format. Now called "Books and More" this discussion group does not require everyone to read the same book. Each month features a different theme, usually with one highlighted book and other suggested books, movies and podcasts. Community members can read, watch or listen to any work related to the theme and come to the group ready to share their thoughts and ideas with other community members.

We were very pleased to offer a new writing program this fall when Ann Clark Tucker volunteered to lead a very successful 10-week series on Thursday evenings called "Pen, Pad and Prompt." Open to experienced and new writers, this series focused on the craft of writing, with participants developing their skills by responding to prompts and sharing them with each other.



The Friends of Brooks Free Library's First Sunday series continued in 2023, with special performances and lectures on the first Sunday of the month from October through June. This year's programs included Paul Doane, "The History of Harwich: A Personal Perspective", Betsy Bray provided a program on Frank Lloyd Wright and Michael Lach spoke about the Harwich Conservation Trust. Master Gardener C.L. Fornari made her annual spring-time visit and popular musical groups Bourbon Sunset, Jack and Oriana, and Crabgrass Bluegrass also performed.

Special adult programs in 2023 ended with our participation in the Chamber of Commerce's "Dickens of a Christmas: A Live Christmas Carol" during the Christmas in Harwich weekend. This strolling, live-theater presentation was conducted at locations through-out Harwich Center on Saturday, December 2<sup>nd</sup> with the Doane Room (our children's room) serving as the setting for the Ghost of Christmas Past. The presentation was extremely well done, with large crowds following the action from one venue to another.

### **Youth Services**

2023 was another busy year in our Youth Services Department. Year-round programs for young children included story-times on Tuesdays and Thursdays and Pre-school Projects on Wednesdays, along with regular craft and art programs.

Youth Services Librarian Ann Carpenter conducts outreach visits to Harwich Elementary School (HES) classrooms on Mondays during the school year to promote recreational reading. This year she shared 2,800 books on these visits, reading one picture book a week to each class and leaving 5 books for students to enjoy until her visit the following week. Every year Ann leads a Mock Caldecott program for the 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> graders. The Caldecott award is for the best illustrated picture book written by an American in the previous year. The students are introduced to the power of illusion in support a story and engaging readers, with a mock vote for their favorites held just before the award is announced.

This year Ann gave presentations to the 4<sup>th</sup> grade at Harwich Elementary School and the 7<sup>th</sup> grade at Monomoy Regional Middle School on the e-resources provided by the Library, which students can use for research and projects. Ann also worked with Monomoy Regional Middle School Librarian Emily Milan on a project to ensure all students had the opportunity to obtain a library card so they can access the online resources as well as come to the Library and check out library books. The Youth Services Librarian also works closely with teachers from the Laurel School, hosting several visits of their classes each week.

Brooks Free Library has served as a free, safe, welcoming destination for students during the afterschool hours when parents may still be at work ever since the Library renovation and expansion was completed in 1998. Students at Monomoy Regional Middle School may take the bus to Brooks Free Library after school, whether to attend a special programs or to get started on homework, find some great books, use the computers in the Homework Center, play board games, or explore interests and socialize with friends. The Library is open until 7 pm Monday through Thursday, enabling Harwich and school-choice parents to pick their youngsters up on their way home from work.

This year's after-school programming lineup for elementary school students included Lego Day on Wednesdays and Pokemon Club on Thursdays. For middle-schoolers, Magic the Gathering was held on Tuesdays and Middle School Food and Fun was offered on Thursdays. The Youth Services Librarian also offered two Destination Imagination groups for homeschoolers on Tuesdays and a Homeschool Activity Club on Fridays.

This summer the Friends of Brooks Free Library again generously sponsored special performances and programs as part of our Summer Reading Program. Highlights included Science Storytellers, Rainforest Reptiles, Animal Ambassadors, Harwich Junior Players, Big Ryan's Tall Tales, Marcus the Magician, Puppets, Paul and Mary, New England Reptiles, Harwich Mariners, and Reading to Dogs. These performances were supplemented by librarian-lead craft, science and activity programs such as Clay Creatures, Egg Drop Challenge, Tie Dye, Ladybug Release, Paper Aircraft, Dirt Cake, Pipecleaner Spiders, and the ever-popular Glitter Slime. Senior Library Technician Shanaz Petty also lead a Creative Writing group for middle and high school students. In all, 77 programs for children, tweens and teens were offered in the 11 weeks between the end of the school year in June and the start of the new school year in Sept., often with multiple programs held per day, targeted for different age groups.

Many library Summer Reading Programs run for 6 weeks, ending in mid-August, but our Summer Reading Program starts when school ends and runs until Labor Day. We're particularly committed to continuing programming in the last few weeks of August as this is when families face a childcare gap as summer camps close. Earlier in the summer season local parents are often working longer hours and aren't always able to bring their children to the Library. We want those youngsters to have the opportunity to enjoy this type of programming, too. Parents who have had to cut back their work hours due to lack of childcare now get to attend these programs with their youngsters, creating memories, and the activities provides free entertainment for friends and family members pressed into service providing

childcare. It is important to us to provide these services to our year-round families and help them enjoy a fun “end-of-summer” time together.

Year-round programming also includes special events for youngsters. In 2023 these included the annual Family Sheet Fort Night, Stuffed Animal Sleepover, Family Silliness Showdown, interactive movies, Noon New Year’s Eve, magic shows, craft and science activities.

### **New Library System (ILS)**

The CLAMS consortium migrated to a new Integrated Library System (ILS) in February of this year. Prior system changes occurred with the same vendor, so it had been 20 years since a migration to a completely new system with a different vendor. Naturally this was a major undertaking, and for Library staff preparing for the change and the subsequent work to improve how the system functioned dominated much of our year. The new system did not always work as intended, creating confusion for patrons and inefficiencies for staff members. Staff at the CLAMS central site and local libraries, including a number of our staff members, worked diligently through the spring and summer to identify and troubleshoot issues and by the fall the vendor had resolved many of them. We thank patrons for their patience while the system issues were being addressed and we hope they’re now enjoying the new catalog.

### **Friends of Brooks Free Library**

The Library is extremely fortunate to be supported by an active and vibrant Friends group and we are beyond grateful for all that they do. The Friends of Brooks Free Library raise money through memberships, book sales and donations, and use those funds to pay for equipment, activities and services not provided for in the Town budget. In addition to paying for special programs for the Summer Reading Program and the First Sunday series, mentioned above, the Friends raise funds for the VITAL program and pay for a leased book subscription service that provides additional copies of bestsellers, which reduces the waiting time for popular books. The Friends also manage the Books on Wheels Homebound delivery program, organizing volunteer drivers to deliver books and materials to Harwich residents who aren’t able to visit the Library independently. A major source of income for the Friends is the book sale. Thanks to donations of gently used recently published books by community members, the book sale is always well stocked. The Book Sale Room in the basement is open several hours a day Monday to Saturday and an on-going book sale on shelves in the Lobby is available during all hours the Library is open.

### **Volunteers**

73 volunteers performed 2,833 hours of volunteer service for Brooks Free Library in FY23, shelving books, movies and other materials that

have been returned, straightening and organizing the shelves, coordinating programs, preparing materials for circulation, providing instruction in assistive technology, downloading audiobooks for people with vision loss, and performing many other needed functions. We would not be able to provide the services we do to the community without these dedicated volunteers. Their assistance is invaluable and much appreciated!

We are also fortunate to be the beneficiary of the services of the Harwich Garden Club. Their members provide beautiful floral arrangements for the Circulation Desk area every month, as they have for many decades. Garden Club members also spend countless hours weeding, watering and caring for the beautifully landscaped island in the Library parking and the blooming barrels in front of the Library. With the Garden Club members' expertise in choosing plantings and caring for them, the gardens look lovely throughout the growing season, with one variety or another always in bloom.

### **Staff Changes**

This year two new staff members joined our team: Librarian Gavin Williams was hired in January to head the Circulation Department, just in time to lead the Circulation staff through the transition to the new automated system. Senior Library Technician Shanaz Petty also joined our staff in January, serving primarily as the assistant to our Youth Services Librarian. In June Reference Librarian Jennifer Pickett accepted a temporary promotion to Assistant Director, which remained vacant while we reviewed our organization structure. Staff Librarian Suzanne Martell and Jamie Thornton assumed some of the Reference duties, providing excellent coverage and service to patrons. Several substitute/on-call Library Assistants resigned in 2023 due to other employment or because they were no longer available to work, including Melissa Stello, Cheryl Eldredge, and Cathy Howard. All will be missed!

Respectfully submitted,

### **BROOKS FREE LIBRARY BOARD OF TRUSTEES**

Linda Cebula, Chair  
JoAnne Brown, Vice Chair  
William Crowell, Treasurer  
Bernadette Waystack, Secretary  
Jeannie Wheeler, Building and Grounds  
Joan McCarty  
Kathleen Remillard

## **FY22 BROOKS FREE LIBRARY STAFF MEMBERS**

Library Director:	Virginia A. Hewitt
Assistant Director:	Vacant /Acting Assistant Director Jennifer Pickett
Reference Librarian:	Jennifer Pickett /vacant
Youth Services Librarian:	Ann Carpenter
Staff Librarian- Technical Services:	Suzanne Martell
Staff Librarian- Technology:	Jamie Thornton
Staff Librarian – Circulation:	Gavin Williams
Executive Assistant:	Carey Sims
Assistive Technology Coordinator:	Carla Burke
Evening Shift Supervisor:	Phil Inman
Senior Library Technicians:	Alan Caughey, Lee Kelley, Pam Paine, and Shanaz Petty
Circulation Assistants/Substitutes:	Mary Baksa-Mathews, Cheryl Eldredge, Lauren Elliot-Grunes, Cathy Howard, Jackie Leach, Judy Nichols, Pam North, John Parker, Melissa Stello and Marta Stojda

## *Report of the* **Trustees of the Caleb Chase Fund**

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On January 21, 1899, Caleb Chase of West Harwich and one of this Town's great benefactors, signed his Last Will and Testament. In his Will, he bequeathed to the Town of Harwich Ten Thousand Dollars (approximately \$200,000 in present day value) to financially assist certain residents of need. Subsequent Town Meeting actions, over a period of years, established an independent Board of Trustees with staggered appointments by the Moderator. The Trustees were instructed to manage and administer said Fund and to establish policies pertaining to the awarding of grants for financially qualified applicants. Grants are made payable directly only to the vendors who provide the essential services in accordance with the current policies as set by the Board of Trustees. In the issuance of Chase Fund grants, the Trustees utilize third party entities within the Town, including the Council on Aging and the Harwich Fund, to identify and qualify eligible Town residents and social services providers.

During the Covid-19 period, the Trustees acted quickly in response to the challenging conditions by temporarily expanding the list of qualifying services and recipients. As a result, the Trust distributed over \$50,000 in grants during FY 22. However, that was a level of grant issuance that was well above Grant Policy guidelines and unsustainable over a longer period.

As a result, the Board, during this past Fiscal Year, returned to more traditional terms with its Policies and restored a firm cap on the level of total grants (maximum of 5%) to be issued in any one fiscal year as well as restoring the \$800 maximum per individual grant amount. During this past twelve-month period (FY '23), the Board issued \$15,000 in grants to Town residents.

In accordance with its established Investment Policy, the fully invested, diversified Portfolio consists of Exchange Traded Funds (ETF's), U.S. Treasury securities, Fixed Income mutual funds, and a small cash reserve to meet expected drawdowns. Working with the Town Finance Director, the Trustees periodically forward Trust funds to the Town which issues payment to the qualified vendors. The Portfolio currently generates approximately \$12,000/year in dividend and interest income. The balance of Fund appreciation comes from capital gains.

The Chase Fund's asset value as of the end of FY 2023 (June 30) stood at \$532,918. The Fund's beginning FY value was \$503,516. Dividends and interest generated \$12,225. The portfolio performance remained

volatile in a troubled overall market climate during most of the year, losing ground the first half and predominantly regaining assets in the last half to produce the overall modest increase, indicated above, which allows for all FY '23 grants issued as well.

Assets at the end of the Fiscal Year, the \$532,918 total broken down by asset class was:

Cash	\$18,973	(4%)
Equities	\$402,186	(75%)
Bonds	\$95,324	(18%)
Alternatives	\$16,435	(3%)

Respectfully submitted,

Robert Doane, *Treasurer*  
James Stinson, Esq., *Clerk*  
Paul Doane, Esq., *Chairman*

## *Report of the* **The Harwich Channel**

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This year's most dramatic change for the Harwich Channel department was a rebrand. In August Comcast notified the Town that Channel 18 would be relocated on the channel lineup to Channel 8. To future-proof the name of our station we decided to not incorporate the number "8" into the name to avoid another Comcast station designation switch. Instead, we made suggestions to the citizens via an online survey posted on the town website. The overwhelming winner was The Harwich Channel.

We extend our heartfelt gratitude to the Town's citizens, staff, and boards and committees for contributing to yet another fulfilling and successful year for our station. We continue to broadcast sessions of the Select Board and other regulatory boards in Closed Captioning. The previous year's conversion of the Community Center Studio into a public meeting space proved pivotal in ensuring comprehensive coverage for committees previously facing space constraints at Town Hall. Looking ahead to 2024, our focus includes upgrading outdated furniture and technology in the Town Hall Griffin Room, untouched since 2008 and 2017, respectively.

Caleb Ladue, the department's Video and Community Information Specialist has remained vigilant in swiftly uploading all station content to our very popular YouTube page for quick and easy access ([www.youtube.com/@TheHarwichChannel](https://www.youtube.com/@TheHarwichChannel)). The video uploads have exceeded our expectations with 388 uploads for the 2023 calendar year. Additionally, Caleb maintains the bulk of the town's web pages as well as most agenda and minute postings. Thank you Caleb for all your support and hard work.

Matthew Hamilton, our dedicated part-time videographer since February 2022, continues to provide thorough meeting coverage, particularly on Wednesday and Thursday evenings. His commitment is invaluable to our team's endeavors.

Our volunteers remain a cherished asset to the Town, and we extend our appreciation to Dinah Lane for consistently covering community events and interests, as well as Jim and Jane Fulton for their devoted coverage of Town Band concerts. Notably, Dinah Lane's appointment by the Harwich Select Board to the Cape Cod Community Media Center Board of Directors signifies her dedication to serving the Town in governmental and public media realms. We commend Dinah for her ongoing commitment.



As The Harwich Channel Station Manager entering my 14<sup>th</sup> year with the Town of Harwich and 11<sup>th</sup> as a department head, I eagerly anticipate the upcoming year. The opportunity to continue serving the citizens of Harwich is a privilege I am deeply grateful for.

Respectfully submitted,

Jamie Goodwin  
*Station Manager*

# *Report of the* **Community Center Facilities Committee**

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We are pleased to present the 23rd Annual Report to our Community, the Selectboard, Citizens of the Town, and stakeholders reflecting on the Community Centers achievements, initiatives, and plans for the upcoming year. We take this opportunity to overview the past year and invite everyone to reach out with feedback and/or suggestions on how we can continue to serve our community and residents of all ages and abilities.

The Facilities Committee meets the first Friday of each month at 1:00pm. The Committee consists of Brian Powers (Chair), Angie Chilaka (Vice Chair), Ralph Smith (COA Representative) and Vahan Kachadoorian (Recreation representative). This past November Mr. Powers stepped down as Chair, and Angie Chilaka is filling the position. We would like to thank Mr. Powers for his time served on the Facilities Committee. We are happy to announce that as of November, the Facilities Committee has a full board. The committee welcomed two new members, Christina Joyce and Heath Eldredge, who were both sworn in and completed their State Ethics training. We are thrilled to have them and know they will be a great asset to both the committee and to the community. All committee agendas and minutes are posted on the Town of Harwich website.

The Harwich Community Center is a 32,000 square foot facility which opened its doors in 2000. The mission of the Harwich Community Center is to provide facilities for the residents of Harwich to engage in recreational, social, educational, cultural, community service, civic, and governmental activities. The Center provides opportunities for people of all ages to participate in a wide range of programs that educate and stimulate the public, enhance self-confidence, and promote mental and physical health.

The Center is proud to offer an extensive and affordable fitness facility to help people stay fit, happy, and healthy. All Harwich residents over the age of 16 are eligible to become a member for \$15.00 a month. We are happy to also continue offering personal training as a resource from certified trainer Jill Brown. In addition to offering classes, Jill is available two mornings a week for free personal training and to show members how to safely and properly use the equipment. This past year, we added and upgraded equipment which included a brand-new Lat Pulldown machine and a brand-new Rowing machine. We also relocated our elliptical exercise equipment to a larger room which enabled us to make more space for

the safety of those using the equipment. In 2023 the Fitness Rooms had approximately 18,657 check ins. On average, the fitness room was used by 62 residents a day.

In addition to the Fitness Center, a Game Room is open and free to every resident during regular business hours. The game room offers 2 pool tables, 2 ping pong tables and a foosball table.

The Community Center continues to offer Passport Services which includes passport application processing for in-person applicants, passport photos and assistance with passport-related questions. Passport services are offered by appointment. The certification of the operation as a passport facility is renewed every three years, and agents are required to pass a yearly exam. We continue to have two certified passport agents, Carolyn Carey, and Samantha Estabrook. In 2023 there were approximately 505 passport applications processed.

The Harwich Community Center building is home to the offices of the following departments: the Council on Aging, Youth/Recreation, Cemetery Department, Channel 8, and the Veterans Agent. Town Meetings and Town Elections are also held in the building.

The Community Center offers single and yearly rental opportunities of 6 activity rooms, a multipurpose room, a full-size gymnasium, and a kitchen. There are individuals, clubs, and other organizations that utilize these rooms. Listed, are just a few of the many groups that were advertised in our Information Booklets from this past year:

- **Health and Fitness** such as Bit of Bliss Yoga Lumi Yoga.
- **Arts and Crafts** including Guild of Harwich Artists, Cranberry Rug Hooking Guild and Quilt Banks.
- **Music** which includes the Harwich Town Band, Sound Dunes Swing Ensemble and Ukelele Classes.
- **Games** like Mah Jongg and Bridge.
- **Service and Social Groups** such as the Chatham Harwich Newcomers Club, Harwich Women's Club, and the Senior Lunch Program, Children's Playgroup – Cape Cod Children's place, Women's and Men's Breakfast and Grab a Tea with Me.
- **Special Interest** programs like Harwich Conservation Trust, Master Gardeners, Let's Learn Sign Language, and the Garden Club of Harwich.
- **Support and Self Improvement** and other programs such as Al-Anon, Foot Care Clinic and Sight Loss Service Support Group.

The utilization of Community Center rooms for 2023 was approximately 13,599 hours total.

The Harwich Community Center also offers programs and events for community members of all ages. In the past year, the Community Center has offered the following events and programs:

- The Great Gift Exchange
- Find a Duck Scavenger Hunt
- Mad Science
- Sunrise Walk
- Jump into Summer, Jump Rope Contest
- Beach Blanket Bingo
- Kids Bike Wash
- Painting Pebbles the Rock Snake
- Jungle Jim Balloon Magic Show
- Free Bike Info Session – Bike Basics
- Nantucket Lightship Basket Making
- Candy Bingo
- Breast Cancer Awareness Talk
- Exploring Addiction – Opioid Awareness Talk
- Lend Us a Hand – Hand Painting
- International Women's Day – Thank the Women Who Inspire Us.
- Winter Solstice Drum Circle
- Pictures with the Easter Bunny
- Guess the Jellybean
- Mitten Tree
- Join Us as We Grow – Decorate a Planter
- Decorate a Duck
- Indoor and Outdoor Community Yard Sale
- Magic Show
- Open Mic Poetry
- Cape Cod Spring Ring Hand Bells
- DIY Take-Home Egg Hunt
- Popsicles with the Police
- Tea with Me
- Halloween Boutique Costume Pick-Up
- Halloween Drive Through Trick-or-Treat
- Sound Dunes Swing Ensemble
- WALK-tober Community Step Challenge
- Walk-tober Celebration Night
- Clue Murder Mystery Scavenger Hunt
- Teen Clothing Swap

- Movie Nights
- Ornament Decorating Workshop with Hammer and Stained Cape Cod
- Cape Cod Military Museum Lecture Series
- Ugly Sweater Decorating Contest
- Family Bingo Night
- In Every Domestic Dog Beats the Heart of a Gray Wolf Presentation
- Writing after 50 – A Discussion with local Author and Screenwriter Mike Bernard
- Letters to Santa
- Grab a Bow
- Guess the Candy Corn
- Flag giveaway

The Community Center is fortunate to have an amazing and dedicated staff who all contribute to the success of the building's daily operations, events, and programs. Carloyn Carey (Director), Samantha Estabrook (Executive Assistant), and Kerry Lottie (Office Assistant), who has retired after seven years of amazing service. She will be missed by all. The team is also made up of customer service representatives, Art Steidel, Kim Fernandez, Daniel Steidel and Josh Cusack. In August, Program Specialist II, Reagan Wilda was added to the Community Center staff. The goal of this new position is to provide even more programs and events to the community. With this new position, the Community Center has been able to double their event offerings each month.

As always, the Facilities Committee wish to thank all the other departments who play an integral role in the success of the building and its services to our wonderful community. We are excited to continue looking for new ways to enhance the building and its offerings. It is an honor to work with such a fantastic and engaged community. For information and to stay up to date on current happenings at the Harwich Community Center, you can sign up to receive our monthly newsletter. We also maintain a Facebook page, print event flyers, and work closely with other departments (including Channel 8) to cross post and advertise events.

## **Community Preservation Committee**

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Harwich adopted the Community Preservation Act (CPA), modified to accommodate the replacement of the so-called Land Bank, effective beginning July 1, 2005. The primary source of revenue of the Community Preservation Fund is a property tax surcharge of 3% that is assessed on each parcel of taxable real estate within the community. The other major sources of revenue for the fund are distributions from the Massachusetts Community Preservation Trust Fund and interest revenue. The Community Preservation Fund may be appropriated and spent for certain open space, historic resource, recreation, and community housing purposes.

The committee is comprised of 9 members: 2 select board appointees, and representatives from the following areas (1 each) - Housing Committee, Housing Authority, Recreation, Historical Commission, OpenSpace/Real Estate, Conservation and Planning Board. In the last year, the committee has held 15 meetings.

For the annual 2023 Annual Town Meeting, the Harwich Community Preservation Committee vetted and voted to send 11 submitted projects for funding approval: one Open Space project - Purchase Conservation Restriction on the Bells Neck Road-Herring River Land Preservation Project; three Historical Preservation Projects - Brooks Academy Exterior Preservation and Window Restoration, a War Memorial project for both Revolutionary and Civil War veterans, and Preservation of the exterior of the Old Bank Street Fire Station; two Community Housing Projects - Harwich Affordable Housing Trust funding, and funding for the Community Development Partnership to support their Lower Cape Housing Institute; and 5 Recreation oriented projects - Crossing Lights at Oak Street Bike Path, supplemental funding for the Sand Pond Restroom, Tennis and Pickleball court resurfacing at Brooks Park, a restroom at the Senior Softball Fields, and the Skinequit Pond remediation (Alum) project. All the projects' funding was approved on the floor of the May 1, 2023, Harwich Annual Town Meeting. The projects' funding along with the Land Bank Debt payment and administrative expenses totaled over 2.5 million. This was the final Land Bank Debt payment.

In October 2023, the committee began vetting and deliberation on this year's round of received project applications for funding approval - 18 applications were received. The Community Preservation Committee will submit their recommendations for support to the BOS and ultimately to

Town Meeting 2024 voters. In addition, the committee has been working on creating a recognizable Logo that can be used on signage throughout town to identify the many, varied projects that have been supported with Community Preservation Act Funding.

Respectfully submitted,

David Nixon, *Chairman*

# *Report of the* **Council on Aging**

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The Council on Aging, in this annual report to the Town of Harwich, continues to promote our mission, which is to support and advocate for older adults, their families, and caregivers.

The Council serves this mission in a variety of ways. We organize or sponsor programs designed to meet a wide variety of seniors' needs including entertainment, health and fitness, socialization, nutrition, and more. We also facilitate access to a number of professional and specialty services, such as SHINE counselors who assist residents in navigating the complicated world of health insurance, attorneys who specialize in Elder Law, caseworkers from the Homeless Prevention Council, specialists in providing foot care, specialized support groups, a monthly dental clinic, and tax preparation services in partnership with AARP. This year, our classes and programs were attended by over 1,300 older adults who each participated an average of about 7 times; in addition, we served over 12,000 nutritious meals to the community.

We provide free wheelchair-accessible transportation to any resident who needs it to all Council on Aging programming, as well as to the Family Pantry, the library, local grocery stores, and further locations as well. This year, we provided an average of 5-6 round trips each weekday.

Our bimonthly COA newsletter, which serves as the primary source for sharing information about COA programs and resources with the public, is mailed to over 2,200 homes each month. With the help of dedicated volunteers, additional copies are distributed to public locations around town including Town Hall, the libraries, Public Safety, and area housing complexes. With the use of My Senior Center, we are now able to distribute the newsletter via email as well; approximately 350 people have signed up for our email distribution list.

Julie Witas, our former Social Services Coordinator leads the COA as Director. Ms. Witas has a background in case management, program management, and healthcare research. In her time with us, she has developed wonderful relationships with our members and volunteers.

The Council on Aging could not provide the breadth and scope of programs and services without the aid of our 75 plus volunteers, who together have logged approximately 3,500 hours of service in 2023 – or the equivalent of two full-time staff. Their donations of time, energy and experience make our Council successful in reaching out to the countless



members of our community. We are grateful for their service! This past year, we were able to resume our biannual volunteer recognition programs, which had been on hold due to the pandemic. A luncheon held in the Spring and a Fall brunch were both well attended and were wonderful opportunities to thank our volunteers for all they do throughout the year. Our gratitude to our volunteers pale in comparison to the work they do for the older adults of our community.

The COA has an exceptional relationship with the Friends of the Harwich Council on Aging, a 501C(3) nonprofit organization which supports programs and needs outside of the town budget for our seniors. A member of the COA attends Friends meetings monthly to coordinate programs and to continue to monitor the needs our senior population. Through their generosity, they have stepped up to purchase the equipment necessary to continue to provide quality, nutritious meals and provide services not available through the budgeting process. We thank Jim Knickman, Chair and Chris Joyce, in addition to their entire Board for their assistance.

Our relationship with the Department staff continues to excel. In addition to Director Julie Witas, we rely on Susan Jusell, Town Nurse, Andrea Sidoruk, Social Services Coordinator, Linda St. Pierre, Town Chef, Lauren Swift, Executive Assistant, Kate Seeley, Program Specialist 1, and Jen Anderson, Program Specialist 3, as well as our wonderful Van Drivers, all who are integral components to providing the services and programs that enable our seniors to be active, thriving members of our community.

The Council on Aging Board meets monthly, each month at the Community Center at 10:00 AM. Our posted meetings are open to the public, and we welcome any and all who share in our mission of providing comprehensive support for Harwich's senior population.

It is our honor and pleasure to assist the residents of Harwich, their families and caregivers; we thank you for the opportunity to serve!

Respectfully submitted,

Richard Waystack, *Chairman*  
Carol Thayer, *Vice Chairman*  
Ralph Smith  
John Bathelt  
Carol Thayer  
Angelina Chilaka  
Linda Roderick  
Justin White, *HFD*

## *Report of the* **Golf Department**

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Cranberry Valley is planning to celebrate its 50th anniversary in 2024. The 49th golf season at CV had much to celebrate as well. The post-pandemic golf environment is settling into a steady surge of demand that the golf course can accommodate, leaving behind the golf course specific state mandates and “work from home” golfers who treated golf as their everyday job. Annual rounds at CV were very steady at around 40,000 pre-2020 but spiked over 46,000 in 2021 (measuring by fiscal year, FY21 had over 50,000 rounds!). Rounds played at CV have since settled at approximately 44,000 for 2022 & 2023. The “new normal” reality is a golf course that used to be busy and is now at full capacity most days from Memorial Day to Columbus Day.

The rates set by the Select Board for 2023 saw no increase for Harwich residents annual passes, but an elimination of discounted non-resident rates for the neighboring towns of Eastham, Orleans and Chatham, leaving only Harwich resident and non-resident categories for annual passes. The result for FY23 was an increase in annual passes sold by 17 over FY22 (1333-1316) most of which were from the Harwich Adult Resident category (increased by 20). Greens fees were raised across the board for daily fee players and electric golf cart rental was raised by \$1. The rates for 2023 also included the elimination of the unlimited driving range pass. It was replaced by a pay-as-you-go system that includes tiers of discounts for bulk purchases with the best deal a 50% discount (\$320 value in range balls for \$160).

The end result of the new fees and the golf course at/near capacity in-season was a new high-water mark in revenue (\$2.264m over previous high of \$2.229m in FY22). Revenue categories that hit new highs are: Greens Fee, Non-Resident Annual Pass & Driving Range Sales. The highs in participation at the golf course continue to put stress on the entire facility. Increases in the annual operating budget coupled with projects on the town’s capital plan will keep the golf course and its facilities in good working order in the short and long term.

The Golf Department has two major projects on the Town’s 5-year Capital Plan. In FY25 there is scheduled an Irrigation Upgrade and in FY29 a Bunker Renovation. Both of these major projects have been budgeted to be paid for from Golf Department Golf Improvement Fund, which is a receipt reserve fund that accumulates currently \$115 per Annual Pass sold for major golf course projects. Appropriations from the Golf Improvement Fund are only accomplished with a positive vote at town meeting.

Another major capital project that is currently in the design and feasibility stage is the Short Course and Putting Complex. The selected vendor Richard Mandel Golf Course Architecture has been working with town staff to identify usable land for a 9-hole short course (holes 60-120 yards) and a putting complex near the clubhouse. These 2 areas will be ground zero for our future golfer development programs and will also increase offerings and added fun for existing golfers. The design and feasibility stage of this project should be wrapped up in early 2024. At that point the golf department plans to go to seek grants that are available for youth player development projects and to financially plan the project, eventually landing on the town capital plan.

The 2023 tournament schedule at Cranberry Valley included many of the usual local charity fundraising events such as: Harwich Chamber of Commerce, Monomoy All-Sports Booster, Harwich Fire Association, Harwich Police Association and Nauset Hockey. CV also hosted the Cape's only Drive, Chip & Putt Qualifier where area youth may take a shot at winning their division to advance to a regional qualifier and eventually to the finals at Augusta National the week before the Masters Tournament! Also in the special events for the youth category were events for the NEPGA Junior Tour and the Cape Cod Junior Golf Association. The golf leagues administered by pass holder associations continued to have very well subscribed weekly league play and special events such as Member/Member and Member Guest tournaments.

Speaking of Annual Pass Holders, the golf department once again conducted a Satisfaction Survey to determine areas of success and need as well as helping to guide future projects. A record 390 responses yielded important demographic data and league participation data, as well as opinions on all areas of the golf operation. The survey identified the condition of fairways, greens, golf carts and customer service at the high end of satisfaction, while tee time availability, bunker condition and selection/price of merchandise in the pro shop ranked as areas of lower satisfaction. Participation in the survey was very appreciated!

Golf instruction and player development is a foundational component of any successful golf operation. Bob Miller, PGA and his team of golf professionals with Miller Golf Coaching continue to excel at creating enthusiasm for golf improvement through their individual and group lessons. Offerings have increased for clinics and lessons, with a focus more on the Cranberry Valley demographic. Not content with traditional golf instruction, for which Bob has won awards and recognition, their team is continually adapting with more focus on physical fitness, mental game coaching and utilizing technology in their instruction. CV is thrilled to welcome Miller Golf

Coaching back to CV in 2024 for their 8th year of creating excitement for golf and golf improvement at CV.

Jakes at CV completed their 2nd year running the restaurant concession at the golf course in 2023. Running a restaurant at a golf course is a whole different animal with tee times, box lunches, shotgun starts, weather delays...I continue to be impressed at the manner that they have embraced these challenges, learning all they can about the golf operation and committing first to serving golfers. 2023 saw Jake's fill some key staff positions in the kitchen and are in the running for best 19th hole on the Cape!

Youth player development is among the highest priorities of the golf department. Our flagship program, the First Tee, is a national program that is administered by Mass Golf. It runs programs in the spring and fall exclusively for students and Monomoy Middle School. The summer program is open to all registrants. The program uses the game of golf to teach life skills. All 3 sessions this year were once again filled to capacity. Retired Monomoy Middle School Band Teacher, Gordon Napier, has taken the role of head coach of the CV program and the program continues to thrive under his leadership.

The other major junior golf initiative available to kids in the summer is PGA Junior League. This program, run by our PGA Head Professional Dick Fagan and, in it's 8th year at CV, takes a "little league" approach to golf. Instead of traditional youth clinics that focus on grip, stance, posture... in PGA Junior League you put on your numbered team jersey and go right into a match with another town course. The idea is to start with the team, high-fives and fun, and they'll want to learn more. It works. July evenings where CV hosts matches are full of families following to support the kids, laughing and cheering, maybe some running in the golf course sprinklers... it's fun! It has also become a feeder for our seasonal staff, as many of the young people who work at the course in the summer have learned their passion for golf in the PGA Junior League program.

A golf course and the facilities to support it are nothing without passionate and expert staff. Golf course superintendent Shawn Fernandez, his assistant Rob Donovan, and their full-time and seasonal staff have taken the golf course that was conceived by esteemed architects Cornish & Robinson and defined it as one of the best conditioned courses in South-East Massachusetts. PGA Professional Dick Fagan, already mentioned for his work with the PGA Junior League, runs the leagues & tournaments at CV with professionalism and fun. He also trains and oversees seasonal operations staff with a focus on customer experiences. Mike Serijan, executive assistant, oversees pro shop operations, all computer systems

and does the accounts receivable/payable for an over two-million-dollar golf operation with expertise. CV is so fortunate to employ many talented seasonal retirees and students who all add greatly to the Cranberry Valley experience.

As Cranberry Valley approaches its 50th anniversary we can look back on its journey to become what it is now: a jewel in the town of Harwich. It has become a place where Harwich residents find friendship, recreation, comradery, challenge. For others CV has become a destination that introduces them to Harwich and all it has to offer. With the state of the golf course currently and it's future plans it can look forward to affecting many, many more lives and future life events.

Respectfully submitted,

Roman Greer, PGA  
*Director of Golf*

# *Report of the* **Harwich Cultural Council**

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## ***Funding Our Creative Community***

The Harwich Cultural Council (HCC) is a town-appointed committee with the goal of enriching the cultural lives of our citizens. We are one of 329 local councils who are charged with allocating grant funds for community-based projects, as well as ticket subsidies for our students and seniors to theaters, museums, and educational venues in the arts, humanities, and interpretive sciences.

The HCC is annually funded in part by the Massachusetts Cultural Council (MCC) and by the Town of Harwich. Additionally, HCC fundraising and private gifts provide us with discretionary monies that can be used for programs, activities, and events that meet MCC and HCC criteria.

## **Committee**

The Harwich Cultural Council must have a minimum of 5 and a maximum of 9 members. Currently there are eight active members with one vacancy. As we have term limits of 6 years of service, there is always a need to be looking forward to encourage people to apply for appointment. We welcome interested residents to consider joining us and we are particularly interested in diversifying the make-up of the council with a wider background of perspectives regarding age, race, gender and cultural background. We meet monthly on the second Thursday of the month at 4:00 p.m. in the Creative Suite at 204 Sisson. Current officers of the Council are Chair Bernadette Waystack, Grants Coordinator Sharon Moore, Secretary Dinah Lane and Treasurer Christine Banks. Members at large are Vicki Goldsmith, Pam North, Jackie Leach, and Nina Schuessler.

## **Highlights of the Past Year**

On January 26, 2023, the Massachusetts Cultural Council voted to officially designate the Harwich Center Cultural District and the Harwich Port Cultural District. This was the end result of long awaited process which gives our town more tools and access to funds that will support and

strengthen our local cultural economy. Harwich is unique among the towns in Massachusetts being one of only a very few municipalities which have been approved to contain 2 distinct districts.

The council continues to work in collaboration with the Harwich Cultural Affairs department. With the Districts taking over sponsorship of events and programs -for example, the Monday Night Summer Concert Series in Brooks Park- we look forward to supporting more and greater cultural opportunities for our community members in partnership with Director Kara Mewhinney.

The MCC requires that every 3 years the council conducts a gathering of community input. In March the Council disseminated a survey in both digital form on our webpage and in hard copy form available at The 204 Cultural Arts Municipal Building, Brooks Free Library, Harwich Community Center and Harwich Chamber of Commerce. In addition, on Saturday, March 18, 2023 a Community Input Forum was held in the Library Meeting Room at The 204. We are grateful to all the residents who took the time to respond and help update and inform the revision of our grant award criteria going forward.

**FY24 Grant Awards**

This past year was a highly competitive cycle in which we received 36 applications. We gave careful consideration and scrutiny, applying our criteria to evaluate for the best benefit to our community to all proposals. The following projects were awarded grants for FY24

1. Teen Artists Coalition of Cape Cod.	\$400
2. Beyond the Bounds.	\$400
3. United We Dance.	\$1000
4. Cape Cod Chamber Orchestra.	\$500
5. Cape Cod Museum of Natural History.	\$450
6. Cape Cod Potters Soup Bowls for Hunger.	\$500
7. Cape Community Orchestra.	\$500
8. Chatham Marconi TechSmart on the Road.	\$400
9. Unearned: Asians in America & the Fight for Justice.	\$350
10. Giocosa Chamber Music: Quartet with a Twist.	\$400
11. Guild of Harwich Artists Make It and Take It.	\$500
12. Harwich Junior Theatre Creative Drama & Early Literacy.	\$1000
13. Harwich Youth & Family Services Creative Collaboration.	\$1000
14. Movimento Project 2024.	\$500
15. Open Mic Classical.	\$400
16. Outer Cape Chorale.	\$600
17. Thump & Soul in the Park.	\$1000

18. Arts & Justice Festival.	\$500
19. The Cordial Eye.	\$250
20. Cultural Center Rise and Shine	\$500
21. Harwich Council on Aging.	\$250
22. Vinegrass Open Mic	\$500
23. No Refuge: Cape Cod's Coastal Crisis.	\$250

**Goals for 2024**

We will be working on development of a procedure and policy for the possible appointment of a Youth Representative to the HCC

We plan to create a formal working rubric from our priorities that can guide us in our initial deliberations on grant applications

Our final meeting will be held on June 13, 2024. This will be our yearly grants reception showcasing this year's recipients. The public is cordially invited to save the date and join us.

Respectfully submitted by:

Bernadette Waystack, Chair  
*Harwich Cultural Council*



## *Report of the* **Health Director**

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The 2023 annual report is respectfully submitted to the Board of Selectmen and the residents of Harwich as a summary of events, accomplishments, and gratitude to staff for yet another remarkable year in public health. The Health Department is vital in maintaining a safe and sanitary community through the incorporation of Federal, State and Local laws and regulations. As the needs of the job shift frequently, we adjust accordingly, and continue to provide excellent service. The Health Department is responsible for the protection of food supply through inspections of restaurants and other food establishments, inspections and permitting of septic systems, disease control including timely reporting and response to communicable diseases, inspection of pools, beaches, and camps; enforcing no-smoking laws; developing, testing, and building awareness of emergency preparedness plans for a wide range of hazards; as well as a wide array of other responsibilities.

In 2023, the State announced Title 5 revisions that took effect July 19, 2023. MassDEP has amended its regulations to enhance protection of embayments and estuaries—particularly on Cape Cod, the Islands, the southern portion of the South Shore, and the South Coast of Southeastern Massachusetts — from nitrogen pollution originating primarily from wastewater. The amendments designated new Natural Resource Area Nitrogen Sensitive Areas (NSA) and added nitrogen reduction provisions within these areas for Title 5 systems. The new Watershed Permit regulations (314 CMR 21.00) provide a voluntary watershed permitting approach for communities to control nitrogen and other pollutants from entering the embayments and estuaries. The Town of Harwich will be entering into a watershed permit with MassDEP for all 5 of its watersheds. Due to the application for watershed permits the Health Department will not be requiring best nitrogen reducing technology to septic systems at this time.

The Health Department has moved to paperless inspections for our food establishments, semi-public swimming pools, recreational camps, tobacco, and housing inspections. Through the Massachusetts Department of Public Health (DPH) and Office of Local and Regional Health (OLRH), Massachusetts Municipal Public Health Shared Services grant program we were able to add onto our existing food inspection software which helped to expand the modules the software offers. In addition to our inspectional platform our licensing and permitting applications are nearly 100% online. This has reduced the amount of paper and mailing expenses for the Town.

## **REVENUE**

The following is a summary of statistics and programs overseen by the Health Director. The following permits were reviewed and issued by the Health Department:

TYPE	CURRENT FEE	#ISSUED
Food Service Establishments	\$10-250	108
Hotels/Motels	\$75	6
Rubbish Haulers	\$125	10
Swimming Pools	\$125	14
Disposal Works Installers	\$125	79
Manufacture of Frozen Dessert	\$50	5
Milk & Cream	\$10	20
Funeral Directors	\$50	2
Mobile Food	\$100	10
Event Food Permits	\$50	47
Massage Therapist	\$50	3
Massage Establishment	\$100	3
Septage Carriers	\$125	25
Catering	\$100	3
Well Permits	\$60	29
Sale of Tobacco	\$75	14
Recreational Camps	\$75	2
Stable Permits	\$30-50	17
Sewage Construction Permits	various	225
Real Estate Transfer Inspections	\$110	213
Test Holes/Perc Tests	\$110/lot test holes	109
Trench Permits	\$30	115
Beach Operators	\$50	38
Title 5 Inspector Registrations	\$125	25
Utility Installers	\$125	16

The total 2023 department revenue came to \$127,160.00.

## **PROJECTS AND PROGRAM DEVELOPMENT**

### Technical Assistance to the Board of Health

The Health Director prepared 33 cases for discussion and/or hearings presented at 11 Board of Health regularly scheduled meetings, and 2 additional special meetings, for a total of 13 Board of Health meetings held in 2023.

- 10 variances were reviewed in accordance with Title 5 310 CMR
- 7 variances were reviewed in accordance with the Town of Harwich regulations.
- 2 Show Cause Hearings were held.
- Various discussions were held on the proposed visions to “Town of Harwich Board of Health Tobacco Regulations”.
- Various discussions were held on the proposed guidelines for sewer connection waivers.
- 2 temporary event permit application fees were waived.
- Various discussions were held on the proposal to extend order to upgrade for failed septic and RET transfer waiver.
- 1 Alteration of existing tobacco license
- 3 Applications to reconsider previously approved variance conditions.
- 1 Application seeking relief from the Town of Harwich Board of Health bedroom definition.
- Joint meeting held with the Select Board, Board of Water/Wastewater Commissioners regarding discussion of items related to Wastewater including a future Community Forum event.
- 1 Working group meeting held regarding the guidelines for sewer connection waivers and the proposal to extend order to upgrade for failed septic and RET transfer.

## **Community Development Programs**

### Project Review:

- 180 Disposal Works Construction Permits for the installation of septic systems
- 156 Sewer Connection Permits
- 305 Septic System Inspection Reports for Real Estate Transfer
- 39 Board of Appeals projects
- 36 Planning Board projects
- 362 Building permits
- 28 Well permits
- 104 Trench permits

Our Thursday morning Community Development team meets every Thursday morning. The team met with many applicants in person to review proposed projects and be available to answer general questions. These meetings are a great opportunity for both the Town and the Public to work openly and efficiently together.

## **Community Sanitation Programs**

### Bathing Beach Program

The results of water quality sampling from the 2023 bathing season indicate great water quality for beaches on Cape Cod. Beaches were a safe, outdoor activity for the public during the summer. A significant amount of regional effort goes into this program through the cooperation of the Barnstable County Department of Health & Environment. The County provides staffing and obtains funding for all the town's marine beach monitoring and provides freshwater monitoring at no charge.

In 2023, 380 Public water quality samples were taken at 32 individual Harwich beaches, including 22 public beaches and 9 semi-public beaches. Of the Town's 380 samples, five failures were reported. The failure locations were Bank/Bayview, Merkel Beach, Red River Beach East, Hinkley's Pond, and Stone Horse Yacht Club. Each failure was re-tested, and passed, except for Stone Horse Yacht Club, which had to be temporarily closed.

The Cape Cod Local Health Agent Coalition and Barnstable County Health Department continue to work together to address growing concerns regarding Cyanobacteria. Through this collaboration we were able to obtain uniform signage for bacteria advisory and closures as well as, how to better communicate these advisories to the community. Barnstable County Health Department is still trying to secure funding to add testing for Cyanobacteria at some of our freshwater bathing beaches. This added testing is not guaranteed, as it is subject to available funding. There are not any Algae specific standards set by the State.

The Association to Preserve Cape Cod (APCC) continued cyanobacteria monitoring for the Town. In 2023, five ponds were monitored in Harwich: Bucks Pond, Hinkley's Pond, John Joseph's Pond, Skinequit Pond, and West Reservoir. West Reservoir reached APCC's "Potential for Concern" due to moderate levels of cyanobacteria. West Reservoir reached APCC's "Use Restriction Warranted" category due to high levels of cyanobacteria. The Town of Harwich Health Department followed up by posting Public Health Advisories at the pond. In 2023, West Reservoir posted a Public Health Advisory from August 1 through August 30, 2023. As in years past, West Reservoir received a recreational advisory for much of the sampling season. For a comparison of interpreted cyanobacteria risks in 2023 compared to previous seasons, see Appendix 3. These results from three years of monitoring suggest that West Reservoir will continue to experience cyanobacteria risks warranting Public Health Advisories in the future. Although these ponds have only been sampled together since 2021, West Reservoir has been sampled since 2020, by APCC

### Food Program

In 2023, a total of 144 food permits were issued, and over 200 inspections of food establishments were performed in the Town of Harwich. Event permits were issued for The Harwich Cranberry Festival Artisan Market, The Lion's Craft Fair, Cape Verdean Festival, Quilt Show, Pugfest, Toast of Harwich, and the Harwich Cranberry Arts & Music Festival. Harwich welcomed thirteen new businesses this year: Heart of the Sea, Seagull Sweets, Mini Donut Bites, Bella Cannoli, Paige's Polenta Pies, Buffy's Ice Cream, Coutt Specialty Foods, The Gourmet Cup Board, Encore Food Truck, Cape Cod Tech Snack Bar, as well as Red River BBQ, Sundae School, and Capeside Kitchen which are all under new ownership. We wish them all the best of luck in the coming years.

### Recreational Camps for Children

The Health Department is responsible for licensing and inspecting all Recreational Camps for Children within the Town. This task encompasses a vast set of regulations and requirements and is a time-consuming process. In 2023, two Camps applied for permits: Pleasant Bay Community Boating, and Nike Lacross Girls Camp. Pre-operational inspections were completed of the camps in the company of the Camp Director prior to the start of camp.

We recommend that all parents and caregivers ensure that the Summer Camps that their children are attending are licensed by the Town the camp is based out of. Licensed Camps must meet health and safety guidelines including background checks of counselors and volunteers, camper to counselor ratios, medical and vaccination standards, as well as have contingency plans on hand for all emergency situations.

### Semi-public Swimming Pool Program

All semi-public swimming pools are required to obtain a permit from the Health Department and comply with regulations provided by the State. Of the fifteen facilities, only 14 facilities were issued permits, for a total of 26 swimming pools. These were facilities that have consistently shown a high level of health and safety over the years and were trusted to ensure that all appropriate regulations were being met. In 2023 a total of 28 inspections were made by staff.

### Stables and Animal Health

Harwich Board of Health Regulations require inspection and permitting for all stables (keeping of horses). Manure management, cleanliness of stall and paddock, vector control, animal health and safe water supply are all essential parts of a well-managed stable. There are currently 17 permitted sites in town, residential and commercial, that house over 90 horses. Animal Control Officer, Jennifer Harrington conducts our stable inspections, and we look forward to a continued collaboration with her for years to come.

### Weights & Measures

The Town of Barnstable continues to serve in the capacity of sealer of weights and measures for Harwich to fulfill all our required device certification and measuring, file annual reports with the Commonwealth, and respond to consumer complaints. This program is operated at no cost to the Town in exchange for the device inspection fees being collected by the Town of Barnstable.

## **Community Health Programs**

### Nursing Programs

The Health Director administers and manages the service contract with the Visiting Nurses Association. This contract covers maternal-child care visits for first time mothers; communicable disease investigation and reporting requirements; and monthly childhood immunization clinics for uninsured residents and our public vaccination clinic. My sincere thanks go out to the entire program for their assistance.

The Barnstable County Department of Health and Environment Public Health Nursing Division assisted with our employee flu clinic. My sincere thanks go out to the entire program for their assistance.

As always, our Town Nurse, Sue Jusell, has been an immense help all year round. I would like to thank her for continued coordination and support.

A very special thank you goes out to both our Public Safety and Public Works departments for always being available to assist in any way possible with all of our clinics. The amazing services that were provided to residents would not have happened without their continued support and assistance.

### Emergency Management

May 11, 2023, was the end of the federal COVID- 19 Public Health Emergency. Due to a staffing changeover, we have some vacancies in our Public Health Emergency (PHE) response team. We have been working with our Emergency Planner Elisabeth Haskell to fill these vacancies in our PHE response team. I would like to thank and acknowledge Town Administrator Joseph Powers, Assistant Town Administrator Meggan Eldredge, Fire Chief David LeBlanc, Deputy Fire Chief Craig Thornton, Police Chief David Guillemette, Deputy Police Chief Kevin Considine, and their entire departments. Harwich is one of the few towns who always consistently work well as a team. I would also like to thank Elisabeth Haskell, our Emergency Nurse Planner for all her hard work and expertise.

I would like to thank all of the CERT volunteers for their assistance at all of our clinics. They assist with traffic control and are a much-needed asset.

## **Comprehensive Wastewater Management**

Phase two sewer connections are well under way, Phase three was approved at the Spring Town meeting. The Health Department will continue to review the sewer connection permits and ensure abandonment of the septic systems comply with 310 CMR 15.00 The State Environmental Code.

### **CLOSING REMARKS**

Health Department staffing underwent changes again in 2023. Health Director Dr. Kathleen O'Neill resigned in June of 2023. Dr. O'Neill left the town for a career opportunity at the Barnstable County Health Department as the Public Health Excellence grant coordinator. Dr. O'Neill's contribution to the Town will be greatly missed however, we wish her much success in the future endeavors.

As for the Senior Health Agent, I, Carrie Schoener moved up into the role of Health Director. It has been a pleasure so far to continue to work with my peers and community members to learn more about the programs currently offered and how we may be able to expand our services to meet the needs for the Town of Harwich.

Meredith Ballinger has joined our team from the Town of Wellfleet. Meredith is a pleasure to work with, has been an excellent sounding board and has been an asset in helping us form working relationships with other Health Departments and County members.

Our Health Inspector Jennifer Singleton has been a rock for this department, she has filled every gap that has been created through our staffing changes. There is nothing she can't do, she filled in when the Executive Assistant position was vacant, has helped train our new Executive and built our remaining online platform applications all while, trying to maintain her own tasks.

Executive Assistant Kristi Eldredge left the Department for personal reasons. She fit in seamlessly, was hard working, and picked up the role very quickly. We welcomed Stephanie Johnson to the department to fill the role of Executive Assistant. Stephanie has also picked up on the role quickly, she is always looking for ways to help and has been great with the public.

The Health Department will continue our long-standing tradition of exceptional service based on trust, transparency, consistency, and hard work. I wish everyone a safe, happy, and healthy year ahead.

Respectfully submitted,

Kathleen A. O'Neill, Sc.D., R.S., *Health Director*<sup>1</sup>

Carrie Schoener, R.S, C.H.O., *Health Director,  
Former Senior Health Agent*<sup>2</sup>

Meredith Ballinger, *Senior Health Agent*

Jennifer Singleton, *Health Inspector*

Kristi Eldredge, *Former Executive Assistant*<sup>3</sup>

Stephanie Johnson, *Executive Assistant*

<sup>1</sup> Resigned June 2023

<sup>2</sup> Promoted July 2023

<sup>3</sup> Resigned February 2023



# *Report of the* **Board of Health**

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## **Highlights**

The Board of Health finalized the revision to the Health Departments animal regulations on January 18, 2023, to take effect on April 1, 2023. Discussions for the proposed revisions began in 2021. There were 8 work sessions held and 5 public hearings before the Board was able to finalize the proposed revisions.

The Board also finalized the revision to the Health Departments tobacco sale regulations on April 19, 2023, to take effect on April 19, 2023. Discussions for the proposed revisions began in 2022. There were 3 work sessions held and 3 public hearings before the Board was able to finalize the proposed revisions.

An important development in Public Health in 2023, the Healey-Driscoll Administration announced that the state's COVID-19 public health emergency ended on May 11, 2023, to align with the end of the federal public health emergency.

In addition to the end of the pandemic and revisions to regulations the Board met to discuss a policy for sewer connection extensions. The policy for sewer connection extension was adopted at the October 17, 2023, meeting. In 2024 the Board will continue discussions with the Water/Wastewater Commission to determine if a blank extension would be appropriate for Phase 2 of the sewer plan.

## **Committee Members and Organization**

- Sharon Pflieger – Chair
- Pamela Howell – Vice-Chair
- Ron Dowgiallo – Clerk
- Kevin DuPont
- Mathew Antone

All members are sworn in and up to date on State Ethics training.

## **Member attendance/absences**

- 11 Total Absences
- 9 Excused absences

The August meeting was cancelled due to lack of committee attendance from Board members.

**Agendas and Minutes** are posted regularly, they can be found at: <https://www.harwich-ma.gov/board-of-health>. The last minutes posted were from July 22, 2023.

The Board of Health committee Charge was updated and approved by the Select Board and given to the By-Laws Review Committee. The Board of Health requested an increase to the BOH for Alternates in the August 30, 2022 Annual Report, and are expected to have an article in the Warrant for 2024.

*Report of the*  
**Harwich Recreation & Youth  
Department – Recreation & Youth  
Commission**

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The Town of Harwich Recreation & Youth Department and Commission has had a very productive and active 2023/2024. We continue to offer a busy and varied slate of Recreation programming for youth, adults and seniors for the Town of Harwich. We had a fully staffed, and successful, summer beach season, along with swim lessons, day camp and various other activities for all ages. We continue to work on town projects on Recreation jurisdiction properties including the addition of 4 new pickle ball courts and basketball court at Brooks Park, new fencing at Brooks Park Baseball field and the upgrade of the infield at Bassett Field. We are currently working on a new restroom and septic system for Sand Pond and the Senior Memorial Softball Fields. We have also requested funding for several future projects through the Community Preservation Committee including: Beach AED's, Brooks Park Beautification Project, Senior Memorial Field Fencing Project, and Veterans Memorial Complex Electrical System Replacement Project.

We continue to use both the Community Center gymnasium and 204 Gymnasium for a variety of youth and adult programming. These facilities have proven to be an invaluable resource to the Department and its day to day program functioning.

We look forward to the upcoming year and the continued expansion of programming for all, enhancement of facilities, and the promotion of wellness for the citizens of the Town of Harwich.

The following is a list of our youth program registration numbers by season for the past year:

Spring 2023-	236 youth program participants-	1% increase from 2022
Summer 2023-	1015 youth program participants-	200% increase from 2022
Fall 2023-	207 youth program participants-	19% increase from 2022
Winter 2023/24-300+ youth program participants (ongoing)		32% increase from 2022/23

We also had over 675 adults and seniors participate in adult and senior Recreation Department programming throughout the year. This is an increase of 12% from 2022.

**Adult/Senior Programs Offered:**

Adult Volleyball	204 Indoor Pickle Ball
Over 55 Basketball	Brooks Park Outdoor Pickle Ball
Pickle Ball Instructional Classes	Adult Table Tennis
Senior Walking Club	Adult Billiards League
Senior Sit and Fit Class	

**Other Programs Sponsored:**

Community Center Easter Event	Harwich After-Prom Event
Community Center Halloween Event	Harwich Town Band

The following deposits were made into the Town’s General Fund this year:

Summer Recreation Program Fees	\$10,100	39% increase from 2022
Daily Beach Parking Passes	\$76,380	15% decrease from 2022
Beach Sticker Sales	\$365,775	4% increase from 2022
General Fund Program Fees	\$15,000	35% increase from 2022
Food Vendors for Town Beaches	\$16,898	even with 2022
Beach Parking Violations	\$13,000	43% decrease from 2022
Fishing Tournaments	\$2,000	even with 2022
Total	\$499,053	1% increase from 2022

The Recreation Department is responsible for the Town beaches, parks, ball fields, and memorial squares. We thank the Harwich Mariners for all they have done to facilitate Whitehouse Field, one of our Town’s finest assets, as well as the Cape Cod Senior Softball League for their continued contributions to Potter, Bassett, and Senior Memorial Fields.

All of our Summer Seasonal Staff is American Red Cross certified in CPR and First Aid for the Professional Rescuer. Lifeguards are also fully certified in Lifeguard Training. Our Water Safety Instructors have both Lifeguard Training and Water Safety Instructor Certifications. Our staff consisted of 61 seasonal employees: Beach Supervisor, Assistant Beach Supervisors, Waterfront Director, Lifeguards, and Gate Attendants. Through the Recreation Department Revolving Fund we also employ Playground Camp Director and Playground Camp Counselors. We would like to thank all of our summer staff for their hard work and dedication to a safe and successful season again this past year.

Also, many thanks to the Community Center Staff who work tirelessly every day to make the building a success: Community Center Director, Carolyn Carey; Channel 8 Director, Jamie Goodwin; Council on Aging Director, Julie Witas; and all their staff members for their continuous

contribution and cooperation with all of our programs. We would also like to thank 204 Director Kara Mewhinney for her aid in making the Recreation Department a success. Thank you to the Community Center custodians and Facilities Director, Sean Libby for keeping the building a safe and clean environment for the Recreation Department to function within.

We would like to thank the following people for their continued support: Town Administrator, Joseph Powers; Assistant Town Administrator, Meggan Eldredge, and their Administrative Assistants. Thank you to the Harwich Highway Department, Harwich Selectboard, Harwich Police Department, Harwich Fire Department, the Harwich Finance Team, and all other Town Departments that are essential for our day-to-day and long-term operations.

Some other groups that have made significant contributions to the Recreation Department include: Community Preservation Committee, Harwich Town Band, Friends of the Harwich Youth, Friends of the Harwich Community Center, Friends of the Council on Aging, Harwich Garden Club, Harwich Evening Women's Club, Harwich Chamber of Commerce, Monomoy School District, and the Harwich Youth Counselor.

We extend our thanks to all of the Recreation Staff: Director, Eric Beebe; Elaine Banta, Phyllis Cudmore, and Elaine Banta. We appreciate the work of all of our part-time and seasonal employees and volunteers that make our programs run smoothly.

Finally, we thank the citizens of Harwich who continue to support the many programs provided annually. Without their commitment to our activities and services provided, we would not be able to continue to provide the quantity, variety, and high level of recreational opportunities to the youth and adults of the Harwich Community.

Respectfully Submitted by,

*The Harwich Recreation & Youth Commission*

Vahan Khachadoorian  
John Mahan  
Frank Crowley  
David Nixon  
Phyllis Thomasson  
Leah Mercurio  
Brian Wentworth

## *Report of the* **Harwich Town Band**

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The Harwich Town Band continued its success throughout the year. The rehearsal season began at the beginning of March in the multi-purpose room of the Harwich Community Center. As always, Carolyn Carey and the entire staff were wonderfully accommodating for all the band's needs. Each Tuesday evening at 6:30 pm the band gathered together to rehearse some of their favorites as well as adding quite a few new scores to their extensive and challenging repertoire. The band brought back many pieces from the past including the "Sound of Music", "America" from the musical "West Side Story", a "Salute to Louis Armstrong", and a fun number called "Bruce Plays the Tuba and Beverly Plays the Flute" featuring Harwich resident's Beverly DiPaolo and Bruce Stott. New numbers included music from the musical "Cats" as well as a crowd favorite "Concerto for Drum Set and Band" which featured our talented all-female percussion section. The band also performed "Singing in the Rain" from the musical of the same name. During the course of the season, which began at the town's Memorial Day Ceremony in May, more than sixty different songs were performed by more than fifty band members from nine different Cape Cod towns.

Speaking of rain, it was the rainiest season the band had experienced in quite some time. The Cape Cod Tech graduation had to be moved inside so the band was not able to perform at this annual event. It rained during two of the scheduled summer concerts much to the dismay of both the musicians and the audience. But there were some additions to the band's performance schedule including a new flag pole installation ceremony on Veteran's Day in November at Evergreen Cemetery. The band played numerous marches and songs as well as the anthems of each branch of our military including the newest, "Space Force."

With the holiday season fast approaching, it was time to prepare for the Harwich Port Holiday Stroll. As is tradition, the band played at the TD Bank on Main Street from 5:30 to 7 pm while strollers and holiday shoppers popped into the bank, picked up lyric sheets, and sang Christmas carols to their hearts content. Our grand finale of the year was our 48th Annual Holiday Concert on Sunday, December 17th at 2 pm. The community was invited to listen to seasonal scores and have refreshments at the community center. It was one of the nicest holiday concerts since 1975 when the band first began.

Peter de Bakker continued as the Harwich Town Band president and Cynthia Shick as the secretary (among other things). Del Borah became the

new treasurer. Vincent Stamboni continued the organization of the band's music library. Tom Jahnke, the fourth full time musical director of the band completed his fourth year. With the increased budget from the town, the band purchased new jackets and hats among other things to make the band cohesive and look sharp.

At the end of the year, the band learned sad news. The first conductor of the band, Anthony Stevens passed away on Thanksgiving. Much to everyone's dismay, the news that the third conductor of the band, Peter H. Cobb passed away just a few weeks later. Mr Stevens led the band for eight years from 1975 to 1982. The holiday concert was dedicated to him in December. Mr. Cobb led the band from 2006 to 2019. A concert dedicated to him will take place in the summer of 2024 for his fourteen years of outstanding service.

Special thanks to The Harwich Channel, especially Jim Fulton for filming all performances of the band and putting them on Channel 8 as well as YouTube. Rehearsals resume on March 5th and the first concert of their 49th season is scheduled for June 25th, 2024.

The Board of Directors and the Harwich Town Band would like to express its appreciation to:

- Eric Beebe and the Harwich Recreation and Youth Commission
- Carolyn Carey and the Harwich Community Center Staff
- The Harwich Department of Public Works
- Harwich Town Administrator, Joseph Powers
- The Harwich Board of Select Persons
- Jim Fulton and The Harwich Channel
- The Harwich Cultural Council
- The Harwich Chamber of Commerce

Respectfully submitted:

Tom Jahnke, *Conductor  
and the Harwich Town Band Board of Directors*

**“Harwich is the Town for Me”**

It has charm, It has grace  
It's a beautiful place  
Harwich is the Town for Me!

Bogs of berries and sand  
Ponds and beaches so grand  
We live in perfect harmony

San Francisco and Boston  
have treasures well-known  
But we're happy in Harwich  
with treasures of our own

So join in and rejoice  
And let's sing with one voice  
Harwich is the Town for Me!





# *Report of the* **Harwich Youth Services Committee**

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The Youth Services Committee charge is as follows:

*The Youth Services Committee shall:*

*Assist the Youth Counselor in developing a corps of volunteers, both professional and non-professional to develop programs of more varied leisure-time activities for kids. Such programs should promote prevention of dangerous or unhealthy behavior by kids and protect kids from dangerous or unhealthy situations. Programs consisting of a variety of support groups for kids, parents and grandparents should also be encouraged.*

*To assist the Youth Counselor in seeking outside funding for programs to promote the welfare of young people in Harwich.*

*Provide the public relations necessary to maintain the Community's financial support of the Youth Consultation Program.*

The committee meets monthly on the second Monday at 5:30 p.m. in the Small Hearing Room at Harwich Town Hall. Members of the public are encouraged to attend.

**Membership:** As of this written report, membership consists of four members and one junior member, all duly sworn in and with good attendance records. The committee met regularly over the past year. The committee would benefit from additional members, as achieving a quorum is often a challenge.

**Programming:** The Youth Services Committee organized and held events for middle school-age youth in our community in October 2022, January 2023, May 2023, and November 2023. These were also supported by the Chatham Recreation Department and Harwich Recreation Department, as well as many student volunteers from Monomoy Regional High School.

**Director of Youth & Family Services:** Following the retirement of former Director of Youth & Family Services Sheila House, Ashley Symington was named as the successor to that position in April 2023. Activities undertaken by Director Symington include outreach to town departments and organizations to establish collaborative relationships. Twenty children/teens were provided counseling support with a total of 72 sessions between July 2023 when Ashley began and December 2023.

Records keeping practices were shifted over to an electronic health records system to meet current professional best practice standards. A group for middle and high school students waiting to be seen by a long-term provider entitled While You're Waiting was begun in September but was discontinued in November due to non-interest. This group concept may be revisited in 2024 if interest increases. A Parent Workshop Series was begun in November with a workshop on Parenting BIG Feelings. The series will continue in January 2024. Additional programming was developed to be run in the winter/spring of 2024 including Yarn Crafting for Teens and a return of Girl Power. Ashley is looking forward to continuing to grow the Youth & Family Services department, building on the foundation established by former Director, Sheila House and is honored by the opportunity to work creatively and collaboratively with Harwich residents supporting youth mental health and wellness.

**Support and Assistance:** Many thanks to Sheila House for her many years of service, and welcome to Ashley Symington. The work of the committee could not be undertaken without a great deal of assistance from town and community partners. First, the committee would like to thank Jamie Goodwin and Caleb Ladue of the Harwich Channel for their support. As always, we thank the Harwich Select Board for its support of our endeavors. Finally, we owe a good deal of thanks to the Chatham Recreation Department and Harwich Recreation Department for partnering with the HYS Committee on holding youth events in our community.

Respectfully submitted,

Ashley Symington, *Director, Youth & Family Services*  
Meredith Henderson, *Clerk (2024)*  
Joy Jordan, *Vice Chair (2025)*  
Jeff Craig, *Chair (2024)*  
Becky Craig, *Member (2026)*  
Annalise Langelier, *Junior Member*

# PUBLIC SAFETY

## *Report of the* **Building Department**

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To the Board of Selectmen and to the residents of the Town of Harwich through the Town Administrator,

The goals of the Building Department are to promote the general health, safety and welfare for the citizens of Harwich. We believe the residents, business owner, and contractors deserve professional and efficient guidance in accordance with codes and ordinance we enforce. We make all attempts to serve out community in a courteous, professional, and timely manner. Our actions reflect that of honesty, integrity and fairness in all aspects of our department.

As the Town's appointed authority to administer and enforce the State Building Code for public safety as directed by MGL c. 143, I submit the following report of activity for the Building Department for the fiscal year 2023.

- A total of 1,899 permits were issued following department review of the required submitted application and construction documents. Building permits represent a total estimated cost of construction of \$152,306,040.81.
- A total of \$484,611.05 was collected by this department for various fees throughout the year and paid to the Town Treasurer.
- Approximately 3,007 requested building inspections were scheduled and conducted by the Building Inspector, in addition to code required annual inspections of assembly and commercial use structures.
- The building department also supervised the issuance 818 of plumbing permits, 916 gas permits and 1,124 electrical permits during the same period. Total revenues for utility permits were \$299,401.00.
- Approximately 5,176 combined plumbing and gas, and electrical inspections were scheduled and conducted by the part time specialized code inspectors.

- A total of 41 Zoning Board of Appeals cases and 27 Historic District & Historic Commission cases were prepared by the Building Department.

As the appointed authority to administer and enforce the Town's Zoning By-laws for the benefit of the Town's residents as directed by MGL c.40A and department policy I submit the following report for fiscal year 2023.

- A substantial number of written requests for zoning enforcement and, or determinations were received and acted upon. These requests include requests for information, site visits for zoning violations, and any follow up or legal action that may be required.

Finally, I wish to thank the dedicated department staff and volunteers who help meet the day to day challenges of administering and enforcing the Building Code, Zoning By-laws and General By-Laws for the Town of Harwich.

Respectfully submitted,

Jack Mee  
*Building Commissioner*

*Report of the*  
**Harwich Fire Department**

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Department Statistics	
Total Personnel	40.5
Total Emergency Medical Technicians	18
Total Paramedics	22
Total Incidents 2023	4840

In 1928 the Town approved funding to buy the land on Bank Street, build the Engine house on Bank Street and to provide a \$1200 salary for the person hired to live in the firehouse, act as a driver and maintain the equipment. The following year the Town accepted Massachusetts General Law Chapter 48 Section 42 through 44 which legally and officially established the Fire Department in the Town of Harwich. The first paid permanent Firefighter/caretaker for the Town of Harwich was Eugene Eldredge and the total fire department budget that year was \$3142.12. As a comparison, the Fiscal Year 24 budget for the Fire Department was \$5.7 million dollars and the Department has forty full-time personnel and one part-time employee.

Prior to the adoption of Chapter 48, Section 42, there was an organized firefighting force, under the direction of the Forest Warden. The Town's main fire threat during this time was brush/woods fires and this force fought many fires along the railroad right of way that were caused by the trains passing through town. From the 1880's through the early 1900's the Town paid those helping to extinguish fires as Fire Wards. Eventually Freeman Cahoon was appointed as the Fire Ward or Forester. This title changed to Forest Fire Warden and then eventually Fire Warden, an appointment still held this day by the Fire Chief. Lawrence Homer, John Condon, and George Moody also served in this capacity prior to the creation of the Fire Department. George Moody went on to become the first Fire Chief.

A lot has changed in Harwich since that first paid firefighter/driver/caretaker was hired in 1928. The Fire Department has transitioned from Fire Wards, to Call firemen to Career Firefighters. The Town had an ambulance as early as the 1920's, but at that time this was primarily just transport to the hospital with little or no care being provided. The fire department took over the ambulance after the creation of the rescue squad. The Rescue Squad

was established in 1947, and in 1948, under the command of Captain Sheldon Thayer the Rescue Squad became the precursor for today's Emergency Medical Services. Those early ambulances and that first Rescue Truck have been replaced by four Advanced Life Support Ambulances. The Fire Department added the firehouse in East Harwich in 1976, moved from Bank Street in 1995 and built a new firehouse in East Harwich in 2019.

In 1934, the first year a report from the Fire Department was published, the Fire Department responded to 57 alarms (incidents) and the population of Harwich was 2077 (1925 census). In 2023 the Fire Department responded to 4840 incidents and the population of Harwich is 13,677.

The Fire Department in Harwich has always been prepared to meet the challenges of providing both Fire Protection and Emergency Medical Services to the Town of Harwich and the greater Cape Cod area due to the support of the citizens, the Select Board and administration. This Department will continue to meet that challenge into the future.

**Personnel**

To provide Fire and EMS protection to the Town, the Fire Department has four shifts. At the 2023 Annual Town Meeting in May, the hiring of four new firefighters was approved which allowed the Department to increase shift strength from eight to nine firefighters per shift.

The department conducted interviews after receiving more than forty applications for these positions. The Committee, under the Direction of Deputy Chief Thornton, recommended the hiring of Firefighter Connor McShera, Firefighter Alex McHugh, Firefighter Majorie DeBrosky, and Firefighter Anthony DePrizio. All these firefighters are very qualified and came to Harwich from other fire departments. We are fortunate that Harwich enjoys a reputation that attracts such qualified candidates. The decision to leave another department is rarely an easy one, and we appreciate that these four made that tough decision and applied to Harwich.

Administration	
Chief of Department	David LeBlanc
Deputy Chief	Craig Thornton
Fire Inspector	Bruce Young
EMS Officer	Paul Finn
Administrative Assistant	Susan Pires

While shift strength is now nine firefighters each, the minimum shift strength remains seven. Each shift has a Captain, a Lieutenant and seven firefighters. At least four of the nine are certified as Paramedics. The typical medical incident requires three personnel and if transported to Cape Cod Hospital will last about two hours. Off duty personnel are called back to cover the firehouse so that during that time there will be no delay if there is a second incident. To be eligible for call back, firefighters must live or be within six miles of either firehouse. While this system works, and much of the time the firehouses are covered, there is still a window of time when the firehouse remains unstaffed while the off-duty personnel are on their way in. Additionally, with Harwich housing, like most of the Cape, being so expensive, it is becoming more difficult to hire people that live or can afford to live in that six-mile area.

If the firehouse isn't covered, the next response to an incident will be from the other station, or mutual aid. If both firehouses can't be covered, the result is the shift officer being by themselves to respond to the next incident. The National Fire Protection Association (NFPA) Standard for Emergency Medical Incidents states that the first arrival medical unit should arrive five minutes after the call and Advanced Life Support should be on scene in nine minutes for the best outcome for the patient. The National Institute of Standards and Technology has determined that a fire can grow to a point where it will spread from the room of origin in as little as four minutes. The same NFPA Standard says that the first arriving fire company should arrive on scene within five minutes and twenty seconds with the second company arriving within seven minutes and twenty seconds. The standards requires this response goal ninety percent of the time.

The best outcome for a medical patient or in the case of structure fire is a fully staffed, rapid response. Sending just one firefighter to an incident is dangerous to the public and that firefighter, and while there are things one firefighter can do in the initial stages of a medical call or fire incident, it is far less effective than a fully staffed response.

Our initial goal with adding the four firefighters this year was to increase our total shift strength while working toward a staffing plan that eliminated the shift officer from being by themselves if no coverage was available. The departments FY25 budget includes a funding request to achieve that goal.

The long-term goal is to continue to increase staffing so that the response to the second or third incident is the same as the response to the first.

Shift Personnel						
	Group 1		Group 2		Group 3	
Captain	Donald Parker		Leighanne Smith	P	Joseph Mayo	Justin White P
Lieutenant	Brad Willis	P	Scott Tyldesley	P	Ryan Edwards	Joseph Rego
OIC	Adam Laplante	P	Josh Ford	P	Eric Diamond	P Eric Elliott P
Firefighter	Kevin Duquette		James Clarke		Ryan Avery	P Dan SanGiovanni P
Firefighter	William Schneeweiss	P	James Sandino	P	Christina Regan	P Robert Williams P
Firefighter	Christi Brown	P	Brandon Ferro	P	Timothy Drukenbrod	P Bryant Warner
Firefighter	Mark Pirruccio		Tracy Stewart	P	Andrew Ottino	Andrew Riker
Firefighter	Michael Trovato	P	Stephen Imparato		Zachery Bengston	Matthew Levasseur P
Firefighter	Alex McHugh		Anthony Deprizzio		Connor McShera	P Marjorie Debrosky
OIC – Designated Officer in Charge					P – Paramedic	

### Operations

2023 was a busy year for the Department with a variety of incidents. The Department responded to 4840 calls for service, some of those requires multiple units and personnel. The following is a breakdown of those incidents.

Incident Type Breakdown	
Incident Type Category	Total
Fire	91
Overpressure Rupture, Explosion, Overheat	7
Rescue & Emergency Medical Service Incident	3634
Hazardous Condition (No Fire)	172
Service Call	275
Good Intent Call	177
False Alarm and False Call	455
Severe Weather & Natural Disaster	3
Special Incident Type	3
Total Incidents	4840



These categories are broad, and many different subcategories are found under each incidents type. For example, the Fire category include chimney fires, car fires, brush fires and trash fires.

EMS Transport Type	
ALS Transport	BLS Transport
2309	584
Total Transports	2893

**ALS** – Advanced Life Support     **BLS** – Basic Life Support

**Emergency Medical Services**

With Emergency Medical Services comprised 75% of our workload, the Department has an EMS Officer whose role it is to ensure that all licensing for the department is current, including for our personnel, order and maintain all supplies needed for the ambulances, providing training and protocol updates for personnel and review and update department policies for EMS.

In addition to these roles, Paul Finn, our EMS Officer, also provide CPR training to other town departments. He is assisted in this role by Firefighter Paramedic William Schneeweiss.

This year all personnel were trained in Police K-9 emergencies because of Nero’s Law that was passed in the wake of the tragic death of Yarmouth Police Officer Sean Gannon and the wounding of Yarmouth Police K-9 Nero. Prior to this law passing, ambulances were prohibited from transporting animals of any kind. This law provides an exemption for Police K-9s.

**Fire Training**

The Department is fortunate to have many qualified personnel when it comes to in-house training. While many personnel will attend classes offered by the Massachusetts Fire Academy, or private conferences to get additional knowledge and experience, it is critical for the Department to have a training program so that personnel can train as a shift or as the department on policies and procedures. The Training Officer role is currently filled as a collateral duty by Captain Joe Mayo, and he is often assisted by Captain Justin White. As a collateral duty, this is not their primary job, and as a result they must fit it in with their other responsibilities.

With the loss of the Barnstable County Fire Academy several years ago, it has become increasingly difficult to provide life fire training for our personnel. The County still maintains some mobile training props which

have some value, but they are limited in what they can provide for training. Several years ago, the Department had an opportunity to receive a burn building training prop that ran on propane and used theater smoke. For several reasons this project didn't come to Harwich and is currently being built in Yarmouth where we should have access to it. Additionally, the department is looking to add a training area behind headquarters using shipping containers, which will allow all personnel to get training in real world conditions without having to leave town.

### **Grants**

The Department was awarded a grant through the Assistance to Firefighters Grant Program offered through the United States Fire Administration. In the past this grant program has provided vehicle extrication equipment, nozzles and valves, radios and self-contained breathing apparatus (SCBA) to the department with the Town being responsible for 5% of the cost.

Deputy Chief Thornton and Firefighter Christina Regan were instrumental in securing this latest grant which provided new thermal imaging cameras to the department. The grant was for \$72,000 and provided 8 thermal imagers for the department. With excess funds from this grant the Department was also able to replace all its Combustible Gas Meters. These are used for gas leaks; carbon monoxide alarms and calls with unknown odors to determine if a combustible gas is present.

The Commonwealth also provides a grant program for the Departments. This grant is a fixed amount, based on the size of the community and is also competitive, when it used to be a guaranteed award. This year the Department used the \$19,000 provided through this program to purchase ballistic vests and helmets for our personnel to use in active shooter/hostile event incidents. It is unfortunate that these types of events must be planned for, but too many communities were unprepared when they happened. It would be naive of us to assume that it couldn't happen here.

### **Mutual Aid**

Harwich is fortunate that Barnstable County has such a robust mutual aid system in place. Very few departments have the capability to handle multiple incidents at one time, and certainly few in this area have the resources to effectively fight a building fire without help from neighboring communities.

Automatic Aid - Certain responses require Towns to send apparatus on the report of an incident. For example, a reported building fire in Harwich receives an Engine from either Dennis or Chatham and a Ladder from Brewster.

Mutual Aid - These responses are generated by a request from another town for additional resources. For example, when all the Harwich ambulances are tied up and another ambulance call is received, the next closest ambulance is requested by Mutual aid.

<b>Mutual Aid – Received</b>		
	<b>Automatic Aid – Received</b>	<b>Mutual Aid – Received</b>
<b>Brewster</b>	29	21
<b>Chatham</b>	22	9
<b>Dennis</b>	27	10
<b>Hyannis</b>		1
<b>Yarmouth</b>		4
<b>Cotuit</b>		1
<b>COMM</b>		1
<b>Sub Total</b>	78	47
<b>Total Mutual Aid Received</b>		<b>125</b>

<b>Mutual Aid – Given</b>		
<b>Town</b>	<b>Automatic Aid – Given</b>	<b>Mutual Aid – Given</b>
<b>Brewster</b>	9	77
<b>Chatham</b>	1	31
<b>COMM</b>		1
<b>Dennis</b>	13	37
<b>Eastham</b>		3
<b>Falmouth</b>		2
<b>Orleans</b>	10	15
<b>Hyannis</b>		2
<b>Provincetown</b>		3
<b>Truro</b>		1
<b>Wellfleet</b>		1
<b>Yarmouth</b>		8
<b>Brockton</b>		1
<b>Sub Total</b>	33	182
<b>Total Mutual Aid Given</b>		<b>215</b>

<b>Apparatus Response</b>	
<b>Vehicle</b>	<b>Incidents</b>
<b>Car 60 - Headquarters</b>	282
<b>C61 - Chief</b>	121
<b>C62 - Deputy</b>	72
<b>Car 63 - Station 2</b>	139
<b>Engine 64 - Headquarters</b>	1079
<b>Engine 65 - Station 2</b>	461
<b>Ladder 66 - Headquarters</b>	146
<b>Forestry 67 - Headquarters</b>	24
<b>Engine 68 - Station 2</b>	31
<b>Car 70 - Headquarters</b>	121
<b>Dive 910</b>	14
<b>Ambulance 72 - Headquarters (2<sup>nd</sup>)</b>	277
<b>Ambulance 73 - Station 2 (1<sup>st</sup>)</b>	1682
<b>Ambulance 74 - Station 2 (2<sup>nd</sup>)</b>	684
<b>Ambulance 75 - Headquarters (1<sup>st</sup>)</b>	1425

### **Fire Prevention**

Fire Prevention consists of two separate functions. Fire Inspector Bruce Young is responsible for reviewing plans, conducting final inspections on new construction, quarterly/annual inspections for commercial properties, fire drills for the schools, plus any other code enforcement/violation issue that arise. In 2023 the Department issues 156 permits and conducted 377 inspections.

The other piece of fire prevention is public education, and risk assessment piece for our more vulnerable populations. Captain Leighanne Smith head up our SAFE and Senior Safe programs, both are grant funded through the State. These programs target the school age children as well as the elderly population. Working with Inspector Young and the Council on Aging, these programs are an important part of keeping Harwich safe.

Fire Prevention		
Type	Number	Fee
<b>Inspections: Resale, Final, Quarterly, Annual</b>	377	\$21,995.00
<b>Permits</b>	156	\$7,950.00
<b>Record requests: Copies</b>	33	\$165.00
<b>Fines</b>	0	\$0.00
<b>Totals</b>		<b>\$30,110.00</b>

### Buildings / Fleet

The Department’s firehouses and apparatus remain in good condition, and this is in no small part due to the efforts of Kyle Edson and Sean Libby and their personnel at the Department of Public Works. We are fortunate in Harwich to have our Building and Fleet Maintenance managed at the DPW.

As 2023 came to an end we were able to finish up the specifications and procurement for the mini pumper that was approved at the May Town Meeting. The supply chain issues continue to cause problems for vehicle availability and delivery times, but we were able to find a vendor with a program truck that could make the modifications we needed so the delivery time is anticipated to be in the Fall of 2024 instead of two years from now.

The Department is scheduled to replace an ambulance at the 2024 Town Meeting. This is part of the regular ambulance replacement schedule. We are hopeful that the delivery time will be close to normal, and we plan on having the ambulance in Harwich and In Service by early 2025.

As part of our vehicle replacement plan, the 2012 Engine is slated to be replaced in FY28. The standard recommends front line apparatus be replaced every 15 years, and talking with various manufacturers and vendors it was determined that the build time for this replacement could be almost four years. Our recommendation was to move this replacement up to FY26, based on the time frame for delivery. The other advantage for moving it up two years would be avoiding any further cost increases. The current projected cost for this replacement is 1.3 million dollars.

## Conclusion

The mission of the Fire Department has changed since it was first organized in Harwich. From the Fire Wards to forty career firefighters, from storing equipment in various garages to its first new firehouse to adding a second firehouse, from a town ambulance to four Advanced Life support ambulances, the fire department has continued to adapt to the challenges it faces. The Harwich Fire Department of 2023 is prepared to meet all these challenges and continues to improve to be prepared for whatever the next challenge will be.

The biggest reason for this is the men and women that come to work every day ready to serve this community. The town is fortunate to have such a dedicated and capable group of firefighters, and I am thankful every day for their continued hard work. I would be remiss if I didn't recognize the hard work of our Executive Assistant Susan Pires. Susan does the work of two people during part-time hours and is an important part of our daily operations.

I would like to thank the citizens of the Town, the Select Board, and the other Town Departments that support this department and assist us throughout the year. It is truly a case of you helping us help you and it does not go unnoticed.

Respectfully submitted,

David J LeBlanc,  
*Chief of Department - Forest Warden*

# Report of the Harbormaster Department

## MISSION

Maintaining a multi-mission readiness and response posture, the Harbormaster Department provided assistance to mariners and vessels in distress, enforced MA General Laws and Harwich bylaws pertaining to vessel operations and waterways, maintained all Town owned aids to navigation, operated all Town owned marine pump-out facilities, effectively managed the Saquatucket Municipal Marina, and administered the slip, mooring, and off-loading permitting process.

## PERSONNEL

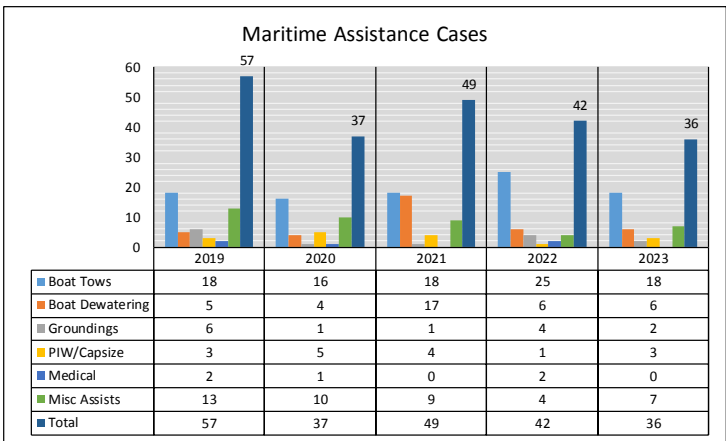
### Full-Time Staff:

John Rendon	Harbormaster
Bill Neiser	Deputy Harbormaster
Michelle Morris	Waterways Specialist
Heinz Proft	Natural Resources Director/ Assistant Harbormaster
Don Yannuzzi /Andrew Souza	Dockhand/Maintenance

### Seasonal Staff:

Alan Fish	Barry Springer	Scott O'Connor	Hope Greene
Rich Matthews	Matt Croke	Stephen Bowler	Conor Smith

## OPERATIONS



The above graph illustrates the number and type of maritime assistance cases that were accurately recorded in Incident Reports and patrol boat daily logs.

**Law Enforcement** – The primary objective of all law enforcement actions by the Harwich Harbormaster Department is to promote public safety and compel voluntary compliance with federal, state, and local boating and waterway regulations. Staff conducted routine patrols throughout the boating season to check compliance with boat registration, mooring permit and occupancy, and waterway user fee requirements. With the addition of a seasonal assistant harbormaster position, employed the position as dedicated Landings Officer which provided more presence at both our town ramps and landings and on the water patrolling our waterways. The following enforcement actions were recorded:

- Harbor Management Plan - 2 non-criminal violations issued for non-compliance.  
2 non-criminal warnings issued.
- Parking Violations – Issued 131 violations.

**Aids to Navigation** – Patrol Boat operators deployed seasonal private aids to navigation within Harwich waterways prior to the start of the boating season; this includes channel markers, swim area buoys and no-wake buoys. The position of aids were verified and adjusted as needed throughout the season, and all buoys were hauled for maintenance at season end.

**Clean Vessel Act:** Operating within the guidelines of the state Clean Vessel Act (CVA) program, the department operated 4 portable pump-out carts and 2 pump-out boats, one located in Round Cove and one in Saquatucket Harbor. The department responded to over 41 vessel pump-out requests recovering approximately 3000 gallons of sewage. This does not include the hundreds of gallons of sewage collected at the self-service shore side pump-out station at the east bulkhead of Saquatucket Harbor.

## ADMINISTRATION

**2023 Harbor Receipts:** The table below provides a comprehensive list of Harbor and Waterway related revenues collected within the Harbormaster Department throughout fiscal year:

Source	FY23	FY22	FY21	FY20
Seasonal Dockage	\$805,113	\$800,819	\$748,205	\$739,889
Visitor Dockage	\$368,067	\$331,069	\$294,040	\$237,355
Ramp Fees	\$41,290	\$34,380	\$36,605	\$33,147
Offload Permit Fees	\$47,017	\$40,253	\$38,618	\$39,382
List Waiting Fee (Slips)	\$13,940	\$9,901	\$12,470	\$11,444
Fuel Commission	\$9,439	\$8,913	\$7,327	\$9,316
MSA Fee	\$1,320	\$1,320	\$1,200	\$1,200



Electric Use	\$39,983	\$46,744	\$39,887	\$40,072
Ice Receipts	\$2,455	\$1,814	\$1,544	\$232
Water User Fees (1626)	\$87,255	\$85,590	\$91,240	\$82,350
Mooring Fees (1621), 1/2 Boat Excise	\$129,226	\$129,406	\$125,794	\$122,148
Parking Rental	\$27,125	\$24,035	\$22,785	\$22,785
Miscellaneous Fees	\$3,051	\$906	\$2,756	\$2,519
Ticket Booth	\$8,640	\$8,640	\$8,000	\$8,000
Snack Shack	\$18,490	\$9,000	\$31,267	\$32,737
Artisan Shacks	\$13	\$975	\$2,069	\$1,650
Parking Violations	\$7,836	\$5,425	\$2,875	\$1,945
	\$1,610,259	\$1,539,189	\$1,466,682	\$1,386,169

The Harbormaster Department continues to produce annual revenues at a record level. 2023 fiscal year-end revenues of \$1,610,259 was an increase of \$71,070 from the previous year. The increase in revenues is due in large part to visitor dockage requests. The department processed 337 transient (visitor) reservations that produced close to \$368,067 in revenue.

### **GRANTS / PROJECTS**

Wixon Landing Renovation – GEI Consulting completed the required permitting and engineering design for the Wixon Landing Improvement project. The project was posted for public bid in April 2023, however no bids were received. The project was re-bid in August 2023 and 4 bids were received. The project was awarded to T.W. Nickerson Inc. who was the lowest responsible bidder. Construction is scheduled to start January 2024.

MA Dredging Grant – The town was again awarded a MA Dredging Program grant in the amount of \$50,000 from the Executive Office of Housing and Economic Development to fund a portion of the Allen Harbor channel dredge project scheduled for April 2024.

### **DREDGING / BEACH NOURISHMENT**

Allen Harbor Channel (May 2023) – Barnstable County Dredge removed approx. 8746 cubic yards of material from the Allen Harbor entrance channel. 50% of the total dredge cost was funded by a state Executive Office of Housing and Economic Development grant. Dredge material was pumped to Grey Neck, Wah Wah Taysee, and camp grounds public beaches, and material pumped to Earle Rd beach was loaded and hauled to Pleasant Street beach for nourishment by DPW.

Saquatucket Harbor Channel (June 2023) - Barnstable County Dredge removed approximately 6992 cubic yards of material from the Saquatucket Harbor entrance channel. Dredged material was pumped to Neel Road and Red River public beaches for nourishment.

### **CLOSING**

A sincere thanks to Heinz Proft who retired after 25 years working for the Town of Harwich as the Natural Resources Director and Assistant Harbormaster. Heinz was a valued and talented department head who contributed so much to the town and played a key role within the Harbormaster Department. Fortunately, Don Yannuzzi who was hired last year as the Dockhand, competed, and was selected to the Natural Resources Director position. In a win-win situation for the department, Don Yannuzzi will continue to serve as an Assistant Harbormaster, and Andrew Souza, previously working for Department of Public Works, was hired as the new Dockhand. Again, much appreciation and thanks to the great work of the entire Harbormaster Department staff. Also, thanks to the Waterways Committee who well supports the department, and all the work that we do!

Respectfully Submitted,

John C. Rendon, *Harbormaster*

# *Report of the* **Harwich Police Department**

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To the Honorable Board of Selectmen and the citizens of the Town of Harwich, as Chief of Police, I am pleased to submit the Annual Report of the Harwich Police Department for the year 2023.

## **MISSION STATEMENT OF THE HARWICH POLICE DEPARTMENT**

**The members of the Harwich Police Department believe in making a positive difference in our community by providing legitimate and equitable law enforcement with a strong focus on active community engagement and community service. Our primary concern is the health, well-being, and safety of all those we serve.**

**In order to honor our core values and preserve public trust we will always:**

**Do the right thing**

**Be truthful in all matters**

**Practice empathy with those we encounter**

**Strive for excellence through knowledge and training**

## **DEPARTMENT ROSTER**

### **ADMINISTRATION / COMMAND STAFF**

Chief David J. Guillemette

Deputy Chief Kevin M. Considine

Lieutenant Adam E. Hutton

Lieutenant Aram V. Goshgarian

Katie A. Varley, Assistant to the Chief

### **SERGEANTS**

Detective Sergeant Robert C. Brackett

Sergeant Paul P. Boorack

Sergeant Amy R. Walinski

Sergeant Peter P. Petell

Sergeant Tyler J. Vermette

**FULL TIME OFFICERS**

Detective T. Paul Ulrich  
Officer Neil A. Nolan  
Officer Thomas D. Clarke  
Detective Marc W. Harris  
Officer Derek J. Dutra  
Officer Mark T. Holmes  
Officer Keith T. Kannally  
Officer James R. Connery  
Officer Brendan R. Brickley  
Officer Thomas G. Griffiths  
Officer Tegan M. Debaggis  
Officer John J. Larivee  
Officer Ronald D. Ruggiero  
Officer Daniel Donovan  
Officer Colin Thomas  
Officer James Hinesely  
Officer Thomas Radzik  
Officer Drew Ridenour  
Officer Jessica Ferriera  
Officer Richard Pellegrino  
Student Officer Kyleigh Lopes  
Student Officer Charles McCaffrey  
Vacant position  
Vacant position  
Vacant position  
Vacant position

**ANIMAL CONTROL**

Jennifer L. Harrington

**POLICE COMMUNICATIONS**

Diane E. Nicholson  
Iris G. McNally  
Theodore J. Monteiro  
Jade Ross  
Vacant position

**POLICE RECORDS SPECIALIST**

Julie L. Judge

## **SPECIAL OFFICERS**

Robert F. Horgan  
Joseph Stone  
Richard Campbell  
Robert Hadfield  
Richard Buttrick  
John Sullivan

## **PERSONNEL**

The Harwich Police Department has an authorized strength of thirty-five full time police officers, five Dispatchers, six Special Police Officers, one Records Specialist, one Executive Assistant and one Animal Control Officer. In January of 2023 Officer Keith Lincoln retired after twenty-five years of service. In May of 2023 Officer Michael Porter retired after twenty-nine years of service and in October of 2023 Lieutenant John Sullivan retired after thirty-five years of service. I would like to thank Keith, Michael, and John for all they have done for the community of Harwich and the Harwich Police Department. We wish them a very long, happy and healthy retirement. In July of 2023 Officer Christopher Arrigo resigned to take a position with the U.S. Army Criminal Investigative Division. Chris served the community for five years and we wish him the best of luck in his new position.

As a result of the departures mentioned above and some already existing vacancies, positions for patrol officers, sergeant and lieutenant became available. In July of 2023 Officer Richrd Pellegrino joined the department. Officer Pellegrino first worked for Orleans Police then moved on to Eastham Police before taking a position in Harwich. Considering the number of vacancies and the length of time it takes to train a police recruit to full-time status, we were very fortunate to have Officer Pellegrino come to us fully trained with experience. In August of 2023 Kyleigh Lopes and Charles McCaffrey were appointed as Student Officers and began their police academy training in Plymouth. They are due to graduate from the academy in January of 2024. In October of 2023 Sergeant Aram Goshgarian was promoted to Lieutenant and Officer Tyler Vermette was promoted to Sergeant – congratulations to both on the hard work and commitment it took to achieve promotion.

The Harwich Police department continues to struggle to maintain staffing. At this time, we are preparing to put four student officers into the Plymouth Police Academy that will begin in late February. I would like to thank Sgt. Amy Walinski and the officers on the recruitment and hiring committee for their continued recruiting efforts. Their great work and initiative have truly made a difference in finding qualified police recruits.

## COMMUNITY POLICING AND THE SCHOOL RESOURCE OFFICER

It stands to reason that engaging the young people in our community is a big part of the community policing philosophy. Our two School Resource Officers are constantly engaging the youth of our community in a variety of ways. Officer Tom Clarke, SRO for the Monomoy High School describes the role of the SRO:

*The safety of students, staff and visitors is a top priority. We regularly train students and faculty in school safety procedures and protocols, while also conducting drills on a consistent basis. SRO's are not hiding in stairwells or spying on kids trying to get them in trouble. Quite the opposite, they are a trusted member of the school community that students and staff can go to when they need help, guidance or support. These officers strive to build positive, trusting relationships with their students and families. In an effort to show their support, our school officers are quite often seen outside of normal school business hours attending a variety of school related activities; athletic events, plays, concerts, dances, pep rallies, awards nights and graduations. SRO's are also a regular presence and participate in many school fundraisers and student driven initiatives and events such as: Project Purple, Game Change Initiative, Hoops For Heart, Volleyball For A Cause, Homecoming Powder Puff Games, Community Public Safety Football Game, Special Olympics Games, Best Buddies, Holiday Drives, Safe Routes To School Programs, High Five Fridays, HES and MRMS Field Days, MRHS Senior Beach Day, Bike Rodeos and our Back To School and Holiday Shop With a Cop events.*

*In addition to helping maintain a safe and secure learning environment in the schools, SRO's are visiting classrooms and giving presentations on a variety of topics such as: vaping, drugs and alcohol education, bullying and criminal harassment, responsible use of social media, JOL teen driver laws, dating/relationship violence, journalism/crime stories, personal security and safe driving tips. And also, the popular "Get to know your SRO" program.*

Officer Clarke was one of the first SROs on Cape Cod to partner with a K-9. Fritz is a German Short Haired Pointer. Fritz is trained to detect vaping products that contain THC and nicotine. He also detects the traditional leaf/bud marijuana as well as THC edibles. The presence of Fritz at the school has definitely made a difference in deterring vaping in the building. In addition to the detection work, he also serves as the de-facto mascot/comfort dog for the students. Kids are constantly telling Officer Clarke "Seeing Fritz is the best part of my day".

Officer John Larivee is the SRO at Cape Tech. In addition to his normal SRO duties described by Officer Clarke above, John is also very involved with the youth of the community through coaching. John is in his seventh year as Director of Monomoy Travel Basketball. Monomoy Travel Basketball provides the opportunity for Monomoy students in grades four through eight to play competitive youth basketball. Over the last three years Officer Larivee has also coached the sixth grade Travel Basketball team. Officer Larivee is also the assistant varsity basketball coach for Monomoy High school. John is also the director of All Stars for Coastal Cape Youth Baseball. John coached a “Majors” team during the regular season and an 11U All Start team last summer. John recently applied for and received Coastal Cape Youth Baseball’s first league invitation to the Cooperstown Dreams Park Tournament to be held in Cooperstown NY in August of 2024.

Two other department members are also involved with coaching. Detective Sergeant Bob Brackett continues his great work running the extremely popular indoor soccer league for grades three through twelve. Officer Brendan Brickley was recently appointed to be varsity hockey coach for Nauset High School.

### **Community Policing: Law Enforcement Torch Run for Special Olympics**

**Law Enforcement Torch Run Germany:** In June, Deputy Chief Kevin Considine was selected to serve as part of the Final Leg team, serving as ‘Guardian of the Flame’ as he ran the “Flame of Hope” throughout Berlin and Brandenburg Germany, leading up to the start of the 2023 Special Olympic World Games in Berlin Germany. As one of one hundred law enforcement officers from around the world chosen, Final Leg runners were selected to proudly represent their local Torch Run and Special Olympic Programs. The Final Leg team escorted the Flame of Hope throughout cities and communities across Germany at various events, honoring the spirit of the Special Olympics global movement and delivering a message of hope to communities where people with intellectual disabilities continue to fight for acceptance and inclusion. The Final Leg Team safely delivered the Flame of Hope to the 2023 Special Olympics World Games Opening Ceremony on June 17<sup>th</sup>, 2023.

**LETR Cape Cod Torch Run:** Once again in 2023, Deputy Chief Considine was proud to organize the LETR Cape Cod Torch Run to raise funds and awareness for Special Olympics. The run is a 70-mile torch run, over one day in May, beginning in Provincetown and ending in Bourne. The run travels through 10 Cape Cod towns and dedicated local law enforcement officers run through these towns during the day.

**Harwich Police LETR Polar Plunge:** This year was the third year for the annual Harwich Police Polar Plunge for Special Olympics Massachusetts. This event held each year in March at Red River Beach has raised over \$60,000.

Deputy Chief Considine’s involvement with the Law Enforcement Torch Run (LETR) began over 12 years ago. He is currently the Barnstable County LETR representative, and he sits on the Massachusetts LETR leadership council for Special Olympics Massachusetts.

**The Citizens Police Academy**

Unfortunately, we were unable to put on a Citizens Police Academy in the fall of 2023 due to staffing shortages caused by retirements and long-term injuries. We hope to hold the next class in the spring of 2024 as it is one of our most popular programs. Class participants are instructed on subjects such as HPD specialty units, communications division, traffic laws and crash reconstruction, drug abuse and identification, school resource officer duties and responsibilities, search and rescue, detective division investigations, crime scene services, court procedures, policing conception/misconception, criminal law, constitutional law, community policing, mental health, citizen training in hostile events, animal control, use of force, firearms, operating under the influence and sobriety testing, SWAT operations, K-9 operations and crisis negotiation. The course also included a ride-along with a police officer and a firearms range day.

**CRIMINAL ACTIVITY REPORTED IN 2023**

	<b>2022</b>	<b>2023</b>
Homicide	0	0
Rape	3	4
Robbery	0	0
Assault	90	69
Burglary	35	16
Larceny	50	64
Auto Theft	6	3
Arson	1	1

	<b>2022</b>	<b>2023</b>
Arrests/PCs/Sec. 12	217	127
Summons Arrests	128	107

<b>Total Calls and Patrol Initiated Activity</b>	<b>17,261</b>	<b>15,488</b>
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## **Detective Division – Detective Sergeant Robert Brackett**

The Harwich Police Detective Division and all of Law Enforcement are wrestling with some profound challenges. The complexity of digital crime evidence in the 21st century is extremely challenging. Law enforcement's central goals are to protect the communities they serve, maintain public order and safety, solve crimes, and bring criminals to justice in the courts. The growth and variety of digital evidence involved in investigations makes this more challenging. The Harwich Police Department has been suffering from staffing issues which has impacted the staffing of the Detective Division as Detective positions have been reallocated to supplement patrol staffing shortages.

As our society becomes more and more reliant on technology, everything we do leaves a digital footprint consisting of data that can provide valuable evidence for investigators. Not surprising, as the list of digital sources grows, including phones/tablets/computers/watches/CCTV/vehicles, so does the amount of digital evidence that law enforcement investigators are needing to cultivate. Recent estimates are that almost 70% of all crimes now have a digital component to them. For investigators this should be a significant advantage to solve crimes. The reality is that it has never been harder. Due to the amount of digital data to gather and process and analyze, investigators are having a difficult time keeping pace.

Unlike on TV, the reality is that investigators need to navigate through the always changing legal and judicial processes needed to access much of this technological data. Once the judicial process authorizes the review of the data, many times investigators need to wait for the data to be returned to them from cell phone carriers or social media platforms. This process can frequently take several weeks to months to just obtain the information let alone analyze it. Wading through the voluminous amounts of data that can be contained within digital devices can be extremely tedious and time consuming. One recent investigation by Harwich Police Detectives involved analyzing internet search history on a device. There were over 22,000 searches made on that device that needed to be checked. The sheer amount of data that needs to be analyzed significantly slows down investigations, Detectives can spend almost 40 hours per device reviewing photos/videos, text messages and CCTV footage.

Despite these challenges the Harwich Police Detective Division will remain steadfast in their commitment to bring successful closure and prosecution in a professional manner to the Citizens of Harwich.

## **Animal Control – Jennifer Harrington**

I hereby respectfully submit the Annual Report of the Animal Control Officer for the year 2023.

Animal Control total calls for 2023 were 667 which has gone down slightly from 713 in 2022. We had forty-one dog bite calls in 2023 which is up from 28 in 2022.

Most dog bites that happen can often be prevented, especially those that occur within the home. It is important to remember to respect your dog's space and teach the children within the home to also respect the dog. Though your dog may tolerate children climbing on them, pulling ears or grabbing/pinching skin these things should not be allowed. Remember to teach kiddos to not put their face into the dog's face. This is dangerous and often leads to a bite to the face! Teaching our children is just as important as training our dogs. Set your dog and family up for a positive and happy life.

We work closely with Missing Dogs of Massachusetts which is a non-profit organization made up of all volunteers who help folks find their missing pets free of charge. This year we had many dogs and cats go missing that were successfully reunited with their families. Sadly, two of the missing dogs, though we searched endlessly, were never recovered. A heartbreaking experience for all involved. Please remember if your pet goes missing to call animal control as soon as they do, so we can help. If you see a loose animal, please call in those sightings as soon as possible as your sighting could be the one to save that animal's life. Our goal is always to get your pet back home to you.

This year was our second year having a table at the annual Walk & Wag event held at Hinckley's Pond Reserve Cranberry Bog, put on by the Conservation Trust to raise awareness and money for the Sampsons Fund.

We held 2 Pet First Aid & CPR classes with VCA Pleasant Bay Animal Hospital. We did our first Pet Santa Photo at the Harwich Police Department where we had many dogs and a Bearded Dragon that came to see Santa. These events were to help raise awareness and funds for the Sampsons Fund, an organization helping those in need with unexpected medical expenses for their pets here on Cape Cod. In 2024 we would like to have a few new seminars/classes including How to Prepare You & Your Pet for a Disaster, Small Animal, Exotic Animal and Large Animal Proper Care & Handling Workshops.

Mass state law requires all dogs in Massachusetts to be licensed each year in the town they reside in. It is not only important for your dog's safety, but

also the law to always wear his/her license. All dogs must be licensed by January 31, 2024 to avoid citations.

As a Town of Harwich Pet Owner, please be responsible, respectful of others and obey all the Town's Animal Bylaws. Respect our wildlife neighbors and watch them from a distance. As always please call us with any questions or concerns. Please continue to follow us on Facebook for educational post in regards to pets, our wildlife neighbors, community outreach, helping lost or found animals reunite with their owners, and the occasional fun pet photo contest like the Top Dog Contest we do annually!

Follow us: <https://www.facebook.com/Harwich-Animal-Control-111813213785686>

Respectfully submitted,

Jennifer L. Harrington,

\*\*\*\*

In closing, I would first like to thank Assistant to the Chief Kate Varley. Kate is truly the go-to person for all of the department's administrative functions, a very challenging job handled in an exemplary manner. I would also like to thank Detective Marc Harris, School Resource Officers Tom Clarke and John Larivee and Animal Control Officer Jennifer Harrington for their contributions to this annual report. I would also like to sincerely thank Deputy Chief Kevin Considine who handles all of the day-to-day operations of the police department with skill and professionalism.

I would like to thank the Select Board and Town Administrator Joe Powers for their support of the police department. I would like to thank all my fellow department heads for their assistance, cooperation, and teamwork over the past year. I would especially like to thank the citizens and visitors of Harwich for the strong support they continue to show for our officers. Finally, I want to thank each member of the Harwich Police Department for their outstanding work over the last year. Policing is a noble profession, but it is also a very challenging one. I am extremely proud of how each of you perform your duties and solve problems each day. It has truly been an honor to serve with you all.

Respectfully submitted,

David J. Guillemette  
Chief of Police

## *Report of the* **Traffic Safety Committee**

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The Traffic Safety Committee is an advisory committee and reports to the Town Administrator. The purpose and charge of the Committee is to assist the town and staff with planning and designing improvements to roadways, intersections and sidewalks for vehicles, bicycles, and pedestrians. We thank retiring member Gerald Scannell for his long service and thoughtful insights.

We have a new email address so that the Committee can be contacted directly: [Traffic.safety@harwich-ma.gov](mailto:Traffic.safety@harwich-ma.gov)

We STILL wait for Verizon to move the lines to the new pole located at Pleasant/Miles/South streets (2 years now). Once completed, the slipper lane will be closed and the remaining access widened, thus providing more safety to that corner for both vehicles and pedestrians. (Project approx. 40% complete).

The Committee has not seen the inclusion in the Capital Plan or town budget for improvements at the intersection of Route 39/Old Chatham Road, a long-awaited improvement. This is a dangerous intersection and has been a topic for many years. The Committee hopes that this will become a priority for town administration.

Parking on side streets in the summer months (when our population swells as do the vehicles) continues to be a stress point. Clearly some balance is needed between the concerns of the neighborhood and the needs of the businesses to serve their customers. To that end, the Committee collaborated with the residents and businesses located on Cross Street: signage was placed so that there is no parking on one side of the street, and the limits for parking were reduced to one hour from two hours. The Committee will continue to monitor the area to see if additional changes are warranted.

While the visitor and summer population impacts are only for a brief period, the impact is dramatic. Our police department cannot be everywhere at once to supervise parking and speeding vehicles. There has been renewed interest in speed bumps (controversial) and adding more stop signs to slow down the vehicle speed. The Committee will review each request as they are presented.

The support received from the Police Department, Department of Public Works and other town staff as needed continues to be valuable in

understanding traffic issues and in achieving our objectives. Input from the residents and business owners is also welcomed and provides insight into their issues. We also thank our liaison Jeff Handler for his assistance.

Submitted by  
*Current members:*

Board of Selectmen appointees:

Linda Cebula, *Chair*,  
Jerry Belts, *Vice Chair*,  
*Open Position*

Police Department appointment:

Lt. Aram Goshgarian, *Clerk, Harwich Police Department*

Town Administrator appointment:

Lincoln Hooper, *Department of Public Works*

# ENVIRONMENT & PUBLIC WORKS

## *Report of the* **Board of Appeals**

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Currently the Harwich Board of Appeals has 8 members, five regular members and 3 alternate members. G. Brian Sullivan, Chair, Al Donoghue, Clerk, David Ryer, Chris Murphy, David Nunnally and alternate members, Timothy Bailey, John August, and Kenneth Dickson.

All Members are sworn in and up to date with State Ethics training.

Agendas and Minutes are posted on the Town website monthly.

The Board held its regularly scheduled monthly meetings throughout the year 2023.

As of 12/31/23 The Board of Appeals has had 39 applications. The cases consisted of the following:

Special Permits: 26 Granted

Variances: 8 Granted

Extensions: 0

Modifications: 0

Appeal zoning complaint decision: 1

Continued without an outcome: 1

Withdrawals: 3

Motion to Dismiss – None

Matter of Right – None

Appeals of Decisions – None

40B Applications – None

Member attendance has overall been excellent with no problem absences.

For calendar year 2024, the start of the monthly Board of Appeals has been changed to 6:30PM

Regarding request by The Board and or Chair.

1. As there is a prior consensus among the Board of Selectman for a comprehensive review of Town Code, as it applies to Chapter 325 Zoning Code, The Board of Appeals request involvement in that review. In the interim, the Board has agreed upon a few changes in the zoning code and recommends them be considered at the earliest opportunity.
2. There are two alternate vacancies on The Board, the Chair requests that at least one be filled early in 2024.

Respectfully Submitted

Harwich Board of Appeals  
G. Brian Sullivan, Chair

# *Report of the* **Board of Water/Wastewater Commissioners and Water Department**

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The Harwich Board of Water/Wastewater Commissioners and Water Department respectfully submit our Annual Report to the Honorable Select Board and to the citizens of the Town of Harwich for the year 2023.

## **Board of Water and Wastewater Commissioners**

The Board of Water & Wastewater Commissioners is comprised of an elected 5-member board and responsible to the Town of Harwich for the administration, maintenance, and operation of the water and sewer system.

## **2023 Public Water Systems Awards**

The Harwich Water Department received the 2023 Public Water Systems Award from the Massachusetts Department of Environmental Protection for Outstanding Performance and Achievement in the Medium and Large Community Water System Category. Through the hard work and dedication of department staff, 2023 marks the ninth consecutive year Harwich has been selected to receive the PWS Award.

## **Water Operations**

The Water Department offers a wide variety of services from seasonal water turn on/off, new and renewal water service installation, utility mark outs, final readings for property transfers, backflow inspection and much more. Below is a summary of 1,445 services performed in 2023:

## **Projects & Accomplishments**

The Department remained very active throughout 2023, please find some of the more notable projects & accomplishments below:

- Replaced failed submersible pump/motor with a vertical turbine pump/motor and installed a new 80kW emergency standby generator at Station 7
- Renewed 42 water services in East Harwich in preparation for the Phase 3 Sewer Project
- Completed upgrades to the Water & Sewer SCADA Systems
- Abandoned water main used to feed the old Brooks Park Water Storage Tank
- Abandoned 2" water main on Wyndemere Rd
- Replaced 3 gate valves at the Bay Road Wellfield
- Replaced the pump, motor, and drop pipe at Well 1



- Replaced the motor at Well M-2
- Relined well casing & replaced the pump at Well 4
- Azalea Drive Bridge Water Main Improvements – Installed dual 12” water mains across the new bridge improving redundancy in the Headwaters Drive neighborhood.
- Bruce Cahoon Water Treatment Plant Backwash Lagoon Media Replacement – This project included the excavation of water treatment plant residuals from 2 backwash filter beds and re-installation of clean sand filter media.
- New Source Exploration – Ongoing site investigation occurred throughout 2023 around Well #10 in North Harwich. Highlights to date include installation of an 8” diameter test production well, installation of 2” observation wells, and the installation of surface water gauges.
- Route 28 Water main Replacement Project– Design of the Route 28 Water Main Replacement Project is nearly complete; the project is anticipated to be bid in the spring of 2024. This project includes the replacement of an old 1930-1940s era 8” cast iron water main with a new 12” Ductile Iron water main from Division Street to Lower County Road. Also included is a horizontally directional drilled water main beneath the Herring River improving the resiliency and redundancy of the West Harwich service area.
- Route 28 Dry Sewer Pipe Project – Design of the Route 28 Dry Sewer Pipe Project nearly complete and construction, in connection with the MassDOT repaving project, is expected to begin late 2024. This project includes the installation of a low-pressure sewer main along Route 28 from Division Street to the Herring River.
- Phase 3 Wastewater Collections System - Design of the Phase 3 Wastewater Collections System in East Harwich was approved and is nearly complete. The project will be advertised for bids in early spring of 2024 with construction to commence shortly thereafter. The Phase 3 collections system is intended to address nitrogen impacting the Round Cove and Pleasant Bay sub-watersheds.

### **Water/Sewer Rates and Financial Overview**

The Department is pleased to announce that there is no rate increase scheduled for our current fiscal year, FY24. That said, with the department taking on larger capital improvement projects like the Route 28 Water Main Replacement Project, it is anticipated that water rates will need to be increased in FY25 to support the increased debt service payments. Sewer Rates are anticipated to remain unchanged in FY25.

The stance of the Board of Water/Wastewater Commissioners, with support of the Department, is to keep rates fair and equitable. Rate increases become necessary when revenues are unable to keep up with inflation, increases to operational and maintenance expenses and/or when a new capital project must be funded. To see what's on the horizon for capital projects for the next five (5) years, please refer to the Capital Planning section in our report.

In addition to water rates and services, the Department continues to look for other revenue sources as well as ways to run more efficiently and economically.

### **FY23 Water Financial Summary**

#### **Expenses**

Salary and Wages	1,253,150
Operational Expenses	1,390,598
OPEB Contribution	50,000
Debt	542,586
Indirect Expenses; Insurance & Employee Benefits	<u>759,278</u>
<b>Total Expenses</b>	<b>3,995,612</b>

#### **Revenues**

Water Rates & Recurring Services	4,014,723
Service Repairs & Site Visits	67,231
Markouts & Final Reads	22,557
Service Tight Protection Plan	93,097
Solar Revenue	361,965
Backflow Inspection	12,474
Water Service Installation and Renewals	257,705
Late Fees, Interest, Lien Collection & Penalties	55,904
Wireless Communications Lease	139,548
Investment Revenue	<u>160</u>
<b>Total Revenues</b>	<b>5,025,364</b>

### **Water Enterprise Fund Balance Summary**

FY23 Fund Balance	<b>2,199,380</b>
FY23 Abatements & Adjustments	<b>20,069</b>

## Capital Planning

The Board of Water/Wastewater Commissioners and Department staff continues to evaluate the aging infrastructure, water consumption forecasts, revenue projections, and the current debt schedule to identify and plan for the future capital needs of the Department.

### 5-Year Capital Plan:

- Fiscal Year 2025
  - Well Rehabilitation (WTR)
  - Equipment Replacement – Purchase Loader (WTR)
  - Vehicle Replacement (3x) (WTR)
  - Paint Pleasant Lake Tank (WTR)
  - Collections System Improvements (WW)
- Fiscal Year 2026
  - Pipe Discontinuity Upgrades – Mill Rd & Harbor Rd (WTR)
  - Vehicle Replacement (WW)
- Fiscal Year 2027
  - New Well Construction & Water Treatment Plant Upgrades (WTR)
- Fiscal Year 2028
  - 196 Chatham Road Improvements – Space Building/Garage (WTR)
- Fiscal Year 2029
  - No Project Planned

## System Maintenance

Regular distribution maintenance helps minimize the impact on residents and businesses during repairs. For this reason, the Department continues its standard maintenance/monitoring programs, which include:

- **Hydrant Maintenance-** Evaluate hydrant coatings & re-paint where necessary to prevent corrosion & remove and lubricate hydrant cups to maintain ease of access in the event the hydrant needs to be utilized for fire suppression
- **Valve Maintenance-** Vacuum valve boxes to guarantee access to the valves operating nut & exercise the valve by opening and closing to verify it is in working order
- **Well & Pumps-** Take manual drawdown readings to check the wells specific capacity, which is used to check the wells current capacity to historical data. This information is used to determine if the well needs cleaning & redevelopment, or to verify the pump is functioning in the capacity it was designed
- **Water Storage Tanks-** In addition to the daily site visits, monthly tank inspection reports are completed to document a more thorough evaluation of tank conditions. These monthly reports combined with our contracted annual inspection are used to predict future maintenance needs

- **Water Meter Replacement-** The Department upgrades & replaces all customer meters 15 years or older

## Water System

The original water system was established in 1936. Major expansion projects were undertaken in the 1950s, late 1960s and again in the late 1970s, these expansions made the water distribution system what it is today.

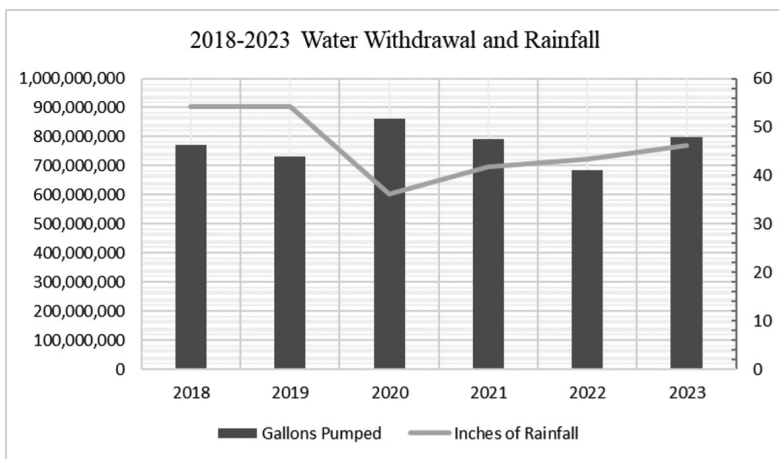
The Water Department operation consists of 14 pump stations, approximately 400 acres of well fields/watershed protection areas, 5 corrosion control facilities, 2 elevated and 1 ground-level water storage tanks and 2 Greensand Water Treatment facilities which provide service to 10,187 metered accounts, 131 fire sprinkler accounts and 1,397 fire hydrants for fire protection.

## Wastewater Collections System

Construction of the wastewater collections system began in 2019 and received approval from MassDEP to initiate operation for the Contract 1 service area in October 2021, and April 2022 for the Contract 2 service area. The collections system includes sewer stubs for 472 parcels in the Upper & Lower Muddy Creek sub-watersheds and 5 wastewater pumping stations. There were 158 sewer services installed in 2023 bringing the total properties connected to 238.

## Water Withdrawal

The Water Department pumped 800,371,746 gallons of water from our wellfields during 2023 which reflects an increase of 114 million gallons over 2022. Most of the water pumped was withdrawn from Chatham Road and Depot Road wells.



**Water Quality**

The Harwich Water Department is constantly striving to provide its consumers with the best water possible. The water provided to the residents of Harwich is tested numerous times a month for a variety of contaminants. Harwich Water Department continues to provide water that meets or exceeds State and Federal standards. The results of this testing are located within the Annual Water Quality Report on the Department website. Iron and Manganese levels in the untreated source water have, in the past, caused unfavorable aesthetic qualities in the water. Sources containing these impurities were infrequently pumped. Since the addition of the Bruce Cahoon Greensand Water Treatment Facility and North Westgate Treatment Facility, these minerals are no longer affecting the water quality.

Nitrogen and Phosphorus in fertilizer are the greatest concern to water quality. Lawns need less fertilizer than advertised and there are multitudes of fertilizing alternatives available today. While water quality in Harwich is excellent, let's do our best to keep it that way and protect our precious resource.

**Service Tight Protection Plan**

As property owner, you are responsible for the repair and maintenance of your water service, and until a problem occurs, you could incur thousands of dollars in repair costs. Harwich Water offers a Service Tight Protection Plan which covers the costs of repairs to your service in the event of a sudden leak. The cost is \$17 per quarter for an annual fee of \$68. You can enroll and learn more by visiting [harwichwater.com](http://harwichwater.com) or by calling the department for a brochure.

**Drought Management and Conservation**

Groundwater levels within the Monomoy Lens saw a slight improvement in 2023, this in combination with an unseasonably wet summer mitigated the need to implement mandatory water restrictions. Regional drought declarations are made by the Massachusetts Drought Task Force who evaluates precipitation, streamflow, groundwater levels, reservoir levels, fire danger, and crop moisture. The Water Department has drought management signs throughout the Harwich Community. Please refer to the signs around town as well as notices on our website for the most up to date information on drought notification and water restrictions.

We continue to encourage our customers to be diligent in conserving water even if the supply is abundant. It is important to keep in mind that the average person uses 80-100 gallons of water per day on the following activities:

Bathing & Hygiene	15 gallons per day	Kitchen	7 gallons per day
Housekeeping	1 gallon per day	Laundry	8 gallons per day
Irrigation/Watering	70 gallons per day	Toilet	19 gallons per day

To review your metered water bill, divide your water usage by the number of days in the billing period (approximately 90 days) and by the number of residents of your household to determine your average.

### **High Consumption and Irrigation Systems**

Most of our high consumption calls come in after the October bill is received. When we receive these calls, the irrigation system usually has been shut down for the season and the seasonal home is vacant. We cannot stress enough the importance of becoming familiar with your irrigation systems to anticipate this expense. You may need the help of your irrigation company to determine the number of zones, number of heads in each zone, frequency of zones running, and how much water is used for a full cycle and/or each day, each week, each month, etc. Consumption should be monitored on a regular basis by checking your water meter reading so if an issue exists it can be corrected immediately. All water that passes through the meter is the responsibility of the homeowner, and who wants to pay for water that is lost?

We would also like to remind our customers who do have an irrigation system that a testable backflow device must be installed on the line that feeds your irrigation system. This device is put in place to protect contaminants from being pulled back into the public water supply.

### **Conclusion**

As we begin 2024, the Board of Water/Wastewater Commissioners would like to thank the dedicated staff and further extend our appreciation to all Town Departments, Town Committees, Boards and Residents for their continued support.

Sincerely,

*Board of Water/Wastewater Commissioners*

*Gary Carreiro, Chairman*

*Noreen Donahue, Vice Chair*

*Allin Thompson, Clerk*

*Judith Underwood, Commissioner*

*John Gough, Commissioner*

# *Report of the* **Cape Light Compact**

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Cape Light Compact JPE is an intergovernmental organization consisting of the 21 towns on Cape Cod and Martha's Vineyard and Duke's County. The Compact's mission is to serve our 205,000 customers through the delivery of proven energy efficiency programs, effective consumer advocacy, and renewable competitive electricity supply.

Effective July 1, 2017, the Cape Light Compact reorganized itself as a joint powers entity pursuant to Massachusetts General Law Chapter 40 Section 4A1/2, becoming the first joint powers entity in Massachusetts. Reorganizing as a joint powers entity protects member towns from potential liabilities and mandates greater financial accountability through expanded reporting requirements to the Massachusetts Department of Revenue and member Towns, and designation of Treasury functions to an independent entity.

## **POWER SUPPLY**

During calendar year 2023 (CY23), the Compact's power supplier for all residential, commercial, and industrial customers was NextEra Energy Services of Massachusetts (NextEra). The Compact is pleased that our residential price in CY23 remained below the utility's basic service residential price, while also being 100% renewable.

The Compact has been a green aggregation since January 2017, matching Compact power supply customers' annual electricity usage above the mandated state requirements with voluntary renewable energy certificates (RECs) to provide a 100% renewable product. By retiring RECs to match the Compact's customers' usage, Compact customers are financially supporting renewable energy resources, including resources located on Cape Cod. In addition, NextEra deposits all premiums paid for voluntary RECs, plus their supplier and retail fees (expected to total over \$3 million per year), into a trust fund to be used solely for the development of new renewable energy resources. By purchasing electricity through the Compact, all Compact power supply customers are supporting renewable energy and acting locally to combat climate change.

As part of its power supply product, the Compact receives energy and RECs from a solar photovoltaic (PV) project, Farmington Solar, in Maine. The Compact entered into a long-term fixed price contract for energy and Class 1 RECS from just under 5 MW of this project as part of the Compact's commitment to renewable energy and price stability.

At a regional level, New England continues to face electricity pricing spikes during the winter months. Over the last fifteen years, New England has greatly increased its reliance on natural gas for electricity production; however, natural gas pipeline capacity has not substantially increased during that same period. This creates a supply shortage of natural gas for electricity production during winter cold snaps, and therefore increases prices for electric generators, which is passed on to all New England power supply customers. Until such time as this issue is resolved, either through additional natural gas or electric transmission infrastructure, demand reduction, or other targeted programs, the possibility of future high winter pricing remains, and as such, consumers should still expect seasonal pricing fluctuations for the foreseeable future.

This past winter (2022-2023) especially, consumers saw a significant increase in electricity prices. These increases in prices reflected the increase in New England-wide wholesale electricity market prices, which was largely driven by increased natural gas prices due to the war in Ukraine and a reduction of alternative sources of electricity generation (e.g., coal, nuclear). While prices did not dramatically spike this winter (2023-2024), they remain elevated when compared to past years and are unlikely to decline over the next few years. The Compact will continue to seek ways to help customers reduce their electricity costs through innovative energy efficiency programs to mitigate the impacts of higher winter electricity pricing.

As of December 2023, the Compact had approximately 8,551 electric accounts in the Town of Harwich on its power supply.

## **CONSUMER ADVOCACY**

Since 1997, Cape Light Compact has advocated for the ratepayers of Cape Cod and Martha's Vineyard at the local and state level.

In CY23, the Compact focused on the following regulatory proceedings at the Massachusetts Department of Public Utilities (DPU):

- Grid modernization (DPU docket 21-80):
  - The Compact continued to participate in this docket with a focus on ensuring that customers on the Cape and Vineyard are able to benefit from Eversource's proposed grid modernization and advanced metering infrastructure (AMI) investments. The Compact's key concern is that municipal aggregations and their competitive suppliers be able to access the data available through smart meters in order to design and offer time varying electric rates (TVR) to their customers.



- In CY23, the Compact participated in monthly AMI stakeholder sessions that were required as part of the DPU's order in this docket regarding TVR and data access for competitive suppliers.
- Cape Cod Capital Investment Project (DPU Docket 22-55)
  - The Compact participated in this docket advocating for the approval of Eversource's Cape Cod Capital Investment Project (CIP). Cape Cod CIP seeks to resolve the significant barriers to interconnection faced by distributed energy resource facilities requesting to interconnect to the electric power system in the Cape Cod and Martha's Vineyard area.
- Municipal Aggregation Investigation (DPU Docket 23-67)
  - The Compact and several other Massachusetts cities and towns are participating in an investigation the DPU opened into Municipal Aggregation. Specifically, the DPU proposed a draft Guideline and Template Plan for Municipal Aggregations that the Compact views as being overly prescriptive. The Compact is advocating for recognition of municipal control and decision-making in the operation of aggregations.
- Eversource Electric Sector Modernization Plan (DPU Docket 24-10)
  - In the fall of CY23, Eversource filed a draft plan with the Grid Modernization Advisory Council. The Compact submitted comments on the draft plan highlighting Cape specific issues. Eversource will be required to file its Electric Sector Modernization Plan with the DPU in early CY24. The Compact plans to participate in the adjudicatory process at the DPU when it begins.

In the fall of 2022, the Compact redesigned its Cape & Vineyard Electrification Offering (CVEO) to align with legislation that passed as part of the Massachusetts Climate Act in the summer of 2022. The Compact filed its redesigned CVEO with the DPU in November 2022 and received approval in January 2023. The Compact began implementing the program in June of 2023. The redesigned CVEO will serve 100 non-gas heated low- and moderate-income participants, installing cold climate heat pumps and solar PV. A limited number of customers will also receive battery storage.

## **ENERGY EFFICIENCY**

Funding for the energy efficiency programs (i.e. energy audits for homes and businesses, rebates on the purchase of energy efficient appliances and energy education in our schools) comes from the monthly customer "energy

conservation” charge on each customers’ electric bill, which is multiplied by the number of kilowatt hours used during the month (\$0.03301 for residential customers and \$0.01589 for commercial and industrial customers).

Jan – Nov 2023	# of Participants	Customer Savings	kWh Saved	Rebates/Incentives Paid to Customers
Low Income	249	\$30,710.60	153,553	\$764,310.14
Residential	831	\$18,732.60	93,663	\$1,136,931.65
Commercial	61	\$71,076.20	355,381	\$230,869.99
<b>Total</b>	<b>1,141</b>	<b>\$120,519.40</b>	<b>602,597</b>	<b>\$2,132,111.78</b>

Note: The data above does not include activity from December 2023 due to the date of this publication. Please visit [www.capelightcompact.org/reports/](http://www.capelightcompact.org/reports/) for more information.

*Harwich Representative – Valerie Bell*

# Report of the Cemetery Commission

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The Harwich Cemetery Commission is dedicated to and responsible for the care, maintenance, preservation, and improvement of over 98 acres of grounds, monuments, and the Marceline Arboretum. Next year the new Veterans Memorial in Evergreen Cemetery. Our objective is to offer the residents of Harwich and their families burial grounds consistent with their social and cultural needs in our beautiful cemeteries. We strive to preserve and maintain our cemeteries while simultaneously developing and improving new sites and offering new interment services in a financially responsible manner. The Commission supports and provides guidance to the Cemetery Administrator, prioritizes yearly expenditures of revenues from annual lot sales, and establishes policies and regulations related to the public use, operation, and maintenance of the town’s burial grounds.

The Harwich Cemetery Commission is comprised of three appointed Harwich residents overseeing the town’s seventeen cemeteries. We currently have three commissioners Steven H. Conner, Commission Chair, Cynthia A. Eldredge, prior Commission Chair, and Robert B. Thompson who joined the commission in 2020. All three of the Commissioners have been sworn in and have up-to-date state ethics testing. The Cemetery Commission meets once per month usually on the first Thursday and is well attended by commissioners. All meeting agendas are posted in a timely manner. One specific area we are looking to improve on is the timely completion of our meeting minutes.

## Burials and Cremations

Burials and cremations in our cemeteries are trending upward:

2019	80
2020	62 (Many burials were postponed due to the strict COVID restrictions in place, and many are still waiting to be interred)
2021	100
2022	117
2023	105 (75 were cremated and 29 were Full Body/Traditional burials.)

## East Harwich Union Cemetery Gravestones CPC Article

The restoration of the headstones in the East Harwich Union Cemetery was completed in November 2023 by Village Green Restorations, Inc. The stones have been repaired or straightened and a complete report has been uploaded to the Cemetery page on the Town website.

## **Veterans Memorial Circle**

Completion of Phase I for the Flags & Electric CPC Article from May 8, 2021. The project was delayed due to COVID and difficulties obtaining the granite base for the American flagpole. Electrical work has been completed by Oscar Farrell or Farrell Electric. Surveying was done by Paul Sweetser. Granite was installed by Henry T Crosby & Sons. The flagpoles were installed by Hamco.

The Veterans Memorial Circle was dedicated on November 11, 2023, and was well attended. We had every branch of the service represented and we were lucky enough to have 3 WWII Veterans participate in the ceremony; Joseph McAleer, Private First Class US Army, Mrs. Helen Sanford, Navy WAVE, and Janet McIlvin, Coast Guard SPARS. Master of Ceremony was Lieutenant Colonel Chip Carroll, USAF, Retired. Keynote Speaker was Mr. Art Devine, Vietnam War Veteran, US Army Green Beret, and Harwich Resident. The guest speaker was State Rep. Steven Xiarhos, 5th Barnstable District, Gold Star Father of fallen Marine Corporal Nicholas G Xiarhos. Music was provided by the Harwich Town Band, directed by Tom Jahnke. Also, the Monomoy Regional High School Select Choir sang under the direction of Rosemarie Richard. Pipers David Smith and Joe Hayes performed, and taps was played by Hugo Wooton.

**Flag Bearers:** The Flag of the United States of America, POW/MIA, and each military branch were escorted and raised by the following volunteers:

US Flag: Retired Navy Command Master Chief, Sean Libby, Ret. Master Sergeant Air Force Shawney Carroll, Eagle Scout, Boy Scout Troop 76

POW/MIA Flag: 5th District Representative Steven Xiarhos, Cadet Airman Kamalei Hill – Civil Air Patrol, Army Sergeant Anthony Alva, Cold War

Flag of the US Army: Captain Tim Millar, Vietnam, Specialist 3rd Class Hugh Drummond, Korean War

Flag of the US Marine Corp: Sargent Patrick Vacca Korean War, Ret. Lance Corporal Adam Doerfler, Gulf War

Flag of the US Navy: Mrs. Helen Sanford, WAVE, WW II (98), Ret. Chief Petty Officer Robert Leo Parr, Jr.

Flag of the US Air Force: Retired Senior Master Sergeant Deb Schiavi, Ret. Master Sgt. Robert Labrecque, Vietnam-Cold War

Flag of the US Space Force: Sergeant Sean Evans, US Space Force Guardian, A1C Ariel T. Johnson, Cape Cod Space Force Station

Flag of the US Coast Guard: Ret. E-3 Seaman Wilfred Remillard, Janet McIlvin, SPARS, WW II (100), Eagle Scout, Boy Scout Troop 76.

This project would not have been completed without the support of the Cemetery Commission, Board of Selectmen, Town Administration Joe Powers, Cemetery Administrator Robbin Kelley, and citizens of Harwich who unanimously approved this CPC article at the Town Meeting. We would like to thank Harwich Police and Fire Departments as well as the CERT Team of Cape Cod.

In 2024 we will be completing the hardscape at the circle and commencing Phase II, The Walk of Remembrance. The Walk of Remembrance will be a pathway beginning at the Veterans Circle and meandering through the north side of Evergreen Cemetery. Along the pathway will be memorials to the Harwich Veterans who served this town from the Revolutionary War extending far into the future. In May 2023 the CPC approved two memorials to honor by name those individuals from Harwich who honorably served during the Revolutionary and Civil Wars. These will be the first two memorials installed along the Walk of Remembrance. A gift account has been approved by the Select Board and has been set up to help with additional costs for this project.

### **Evergreen Mapping**

Web Services of America was awarded the contract to create mapping software and establish GIS coordinates which will assist with available lot sales and locations of existing burials. We are hoping to be able to accept credit card purchases online to help families with At-Need purchases. They will be able to view a map of the cemetery with lots that are available for sale.

### **North Harwich Cemetery**

We provided Steven and Kim Gonzales and volunteers with D2 solution to clean all the memorials within the cemetery. Steve has also removed unwanted vegetation growing around the memorials. Duncan Berry along with the Sons of the American Revolution dedicated a plaque for the Revolutionary Veterans buried with the grounds. The Chase family descendants were in attendance.

### **Bank Street Cemetery**

Working with our abutters, the dead trees and brush were removed in March, and a split rail fence was installed. A new sign has been finished and it has been installed. The cemetery is located just passed Long Road and has a large American Elm at the entrance.

## **Harwich Cemetery Rules and Regulations**

The Rules and Regulations were approved at Town Meeting in 2023 and are available on the Town Website. These modernized rules and regulations, the review of which consumed many commission meetings and public hearings, shall benefit the town for many years.

## **Lothrop Cemetery**

AmeriCorps Cape Cod was given a service project to assist in the removal of old fences, clean up brush and fallen trees, and install a new split rail fence. The project was completed in July and the commission has contacted the conservation trust to have a new sign installed under the Lee Baldwin Memorial Woodland Trail Head sign.

## **Marceline Arboretum**

Tree tags were installed in March with help from AmeriCorps Cape Cod members. These tree tags have the common name, scientific name, and sketch of the leaves, flower, nut, etc., and a short description of the tree or woody plant. Upon installation, we had 50 Master Gardeners on a Tour led by Doria Gedraitis, our AmeriCorps member. Some of the sketches were drawn by our local artists, Bernadette Waystack, Kim Conner, etc.

In August of 2023, the Arboretum was upgraded from a Level I to a Level II Arboretum. We currently have 115 trees and woody plants identified with the Arboretum grounds. We will be adding additional tree tags this year and are looking for a local artist who would like to be involved with the project. We have contracted with Blue Flax Design to remove of Japanese knotweed and poison ivy from the cemetery grounds.

## **Mount Pleasant Cemetery**

We have removed dead and damaged trees within the cemetery and met with Blue Flax Design for removal the Japanese Knotweed behind Tip O'Neil burial lots.

## **Cemetery Trust Account**

The Perpetual Care Account, which had been providing very low interest rate revenue income was transferred to Rockland Trust. Rockland Trust has assisted the commissioners in modernizing the portfolio allocation.

## **Ongoing projects**

The Commission has been touring all the cemeteries as a group regularly to assist the Administrator and maintenance team in prioritizing work. One very specific area we have been focused on is the safety of both our visitors and maintenance crews. The trees are still in need of inspection from previous storm damage.

## **Focus on 2024**

- Completion of the hardscaping of the Veterans Memorial Circle.
- Commencing Phase II of the Veteran Memorial by establishing the Walk of Remembrance and the installation of the Revolutionary War and Civil War memorials.
- Producing and making available a brochure of the town cemeteries to include maps as well as the history of each town-owned cemetery.
- Website improvements to guide families in need of our assistance as well as visitors.
- Eagle Scout Thomas Chase Project 1: Establish boundary lines in the Hawksnest Cemetery. Remove the broken fence and install new split rail fencing. Index all the burials and map out the cemetery.
- Eagle Scout project 2: Smith Family Burial Grounds at Bells Neck with Dennis Theoharidis. Clean up cemetery property. Mark out the fence line and install a split rail fence. Design signs for visitors.
- Preservation of the Harding Ryder Cemetery: Install a sign and new fence.
- And of course, the never-ending work on various improvements, drainages, brush clearing and other maintenance projects within the cemetery properties.

This report would not be complete without acknowledging the hard work and dedication of Jim Stratton and Peter Smith of our cemetery maintenance team as well as the support we receive from Lincoln Hooper of the Department of Public Works. Their tireless efforts are the recipients of many compliments from those who visit our beautiful cemeteries.

Respectfully Submitted,

Steven H. Conner, *Chair*  
Cynthia A. Eldredge  
Robert B. Thompson  
Robbin Kelley, *Administrator*

# *Report of the* **Conservation Commission**

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The charge of the Harwich Conservation Commission is to uphold the Massachusetts Wetlands Protection Act and Harwich Wetlands Protection Bylaw and Regulations. The Commission is also charged with managing all town lands that have been put into the care and custody of the Conservation Commission.

At the end of the year 2023, the Commission had 7 full members, and 0 alternate members. The Commission can have up to 2 alternate members. All members and staff are up-to-date on their ethics training.

The Conservation Commission meets twice per month on the first and third Wednesday evenings. In 2023 the Conservation Department staff and the Conservation Commission have issued 102 Administrative Review Permits for minor work in the outer buffer zones (50-100' from wetland) on properties, 19 Determinations of Applicability, 29 Orders of Conditions, 2 Amended Orders of Conditions, 12 Extension Permits, 23 Certificates of Compliance, 1 Emergency Certification, and dealt with 15 violations. These numbers are fairly consistent with those from 2022, and down from those in 2021, when we had the highest volume of permits issued on record for this department.

In 2023, the Conservation Commission and Department made great strides in better managing our roughly 1000 acres of Conservation Land. Trails were well-maintained, new signage installed, additional fencing installed to help keep vehicles out of sensitive areas, and there were numerous projects to help restore habitat on our lands. The Commission wishes to thank the DPW, AmeriCorps Cape Cod, and citizen volunteers for their assistance in the management efforts.

The Conservation Commission and Conservation Department were involved in many Town projects this year. The Commission approved a Notice of Intent for Alum treatment of Skinequit Pond as it has had a history of algal blooms, and the Department supported the Natural Resources Department in its management of the project.

The Conservation Commission issued a Request for Proposals for a study on how Water Dependent Structures such as docks and seawalls may have an impact on wetland resource areas such as salt marsh and land containing shellfish. The Commission hired TRC Company to do the study after the competitive bid process. The study will take place in 2024, with a final report and public meeting in late 2024. This study will help the



Commission in drafting future regulations to help better protect our wetland resource areas.

The Conservation Department assisted in securing roughly \$550K in grants from the Natural Resource Conservation Service in 2023 for the purpose of aiding fish passage at two key locations: one under Route 124 where the Herring Run goes into Long Pond, and under Bank Street where Cold Brook leads into Grassy Pond. These funds will be used for study and design at these locations, with plans to apply for additional funding for construction in future years.

The Conservation Commission updated the regulations for the Community Gardens on Sisson Road, and also changed it so that all plots will be 'perennial;' meaning that people can grow some perennial crops and keep up their fencing year-round. This decision was a response to a survey of those using the Community Gardens, in which a majority of the gardeners indicated a preference for perennial plots.

The Conservation Commission would like to welcome new full time member Sophia Pilling to the Commission and wants to thank previous member Stanley Pastuszak for his hard work and dedicated service to the Commission and the Town as a whole.

Respectfully Submitted,

John Ketchum, *Conservation Commission Chairman*

## **Energy and Climate Action Committee**

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The Harwich Energy and Climate Action Committee now has 4 members. The chair Valerie Bell, who is also the CLC rep. for Harwich, vice-chair Jacqueline Prentz-Greene, secretary Charlie Czech, and assistant secretary Glenn Miemiec. Glenn is also the Harwich representative to CVEC. As always, we would like new members. Our charge allows up to 7 members. We had excellent attendance. To my knowledge all members are up to date with the state ethics testing.

All the agendas and minutes for our meetings have been posted. Our charge was updated recently to include our commitment to climate action as well as energy concerns. No further updating is needed.

This year we have been getting background information on where the town of Harwich stands with energy efficiency and climate action. In light of new building codes (stretch code) we met with Jack Mee from the inspector's office. Jack Mee informed us that the state is still finalizing the details of the new code, so it has not been implemented in Harwich yet. Our committee feels that the new building codes are an important part of how Massachusetts reaches net zero by 2050. We will continue to monitor this.

Our committee feels that the town of Harwich should invest in electric vehicles and install charging stations in municipal parking lots. An application to Eversource to evaluate Schoolhouse parking lot in Harwich Port for EV charging stations was submitted. We will continue to work with the town to identify grant opportunities for this.

As part of the Green Communities program Harwich set aside a parcel of land on Queen Anne Road for renewable energy development. The committee feels Harwich should look for a solar developer to build a solar farm there as a community solar project.

In March of 2023 we sponsored a weekly energy seminar at the COA open to the public. Topics included reading your electric bill, climate change, and a visit from Julian Cyr who updated us on climate action at the state level. We hope to continue public engagement with energy and climate change this year. We have worked with other organizations like HCAN, Cape Light Compact and other town energy committees.

In August of 2022 Charlie Baker signed into law a sweeping climate and energy bill. One of the main goals is for Massachusetts to reach net zero carbon emissions by 2050. That is less than 30 years away. President Biden signed the Inflation Reduction act in August of 2022. It also contains sweeping energy and climate provisions. The legislation would cut US greenhouse-gas emissions by about 30–40% below 2005 levels by 2030. The effects of these new laws will be felt, not just in Boston or Washington D.C., but in every town in Massachusetts including Harwich. The committee is discussing ways to help Harwich navigate the changes that are coming.

We are a volunteer committee of 4 people. Going to net zero by 2050 is a complicated job that will require time and expertise to navigate the new regulations and find and compete for the money to make the necessary changes. A few towns like Falmouth and Barnstable have created a paid position of energy coordinator. Our committee highly recommends that Harwich explore this as well.

Respectfully submitted,

Valerie Bell

# *Report of the* **Department of Natural Resources**

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## **Shellfish Laboratory**

The shellfish laboratory building located at Wychmere Harbor, near the town pier, continues to produce plantable shellfish seed each fall. This year, 464,000 quahogs were raised in the lab and subsequently field planted in Harwich shellfishing areas. Shellfish seed (4mm-6mm) was obtained from Aquacultural Research Cooperation (ARC) in Dennis. This was accomplished by using a direct department purchase as well as receiving some seed through the Barnstable County Seed Grant Program. Not only did we continue to have an excellent survival rate. Our quahog seed grew to an average of 15.8 mm before planting. Shellfish seed was field planted in Herring River, Oyster Creek, Wychmere Harbor + channel, Stony Flats outside Saquatucket Harbor + channel, Round Cove, and Pleasant Bay.

Oysters were also raised in the Shellfish lab. 80,000 oysters were grown in the lab and field planted in Wychmere Harbor. They all grew well and averaged 1.75 inches long by October. Many of those will be harvestable next fall. Oysters need to be 3 inches long to be legally harvested.

Our shellfish seed continued to be tested prior to seeding (per order of the Massachusetts Division of Marine Fisheries) for Dermo, QPX, and an array of other harmful parasites. Kennebec River Biosciences tested our seed clams, and they received a clean bill of health. The shellfish health inspection allows for transplanting of seed to other bodies of water for planting.

## **Volunteer Shellfish Wardens**

To patrol the local shellfishing flats, assistance was provided by volunteer shellfish warden Greg Garber. The department would like to thank Dean Knight for all his effort and dedication throughout his many years serving the department of natural resources. His collective knowledge will help pave the path for future volunteers interested in shellfish management and enforcement. Dean and Greg were very generous with their time and energy. Patrolling the shellfish flats throughout the year, they not only enforced the shellfish regulations, but educated the public as well. The Natural Resources Department was more efficient and more productive because of their help. We thank all our volunteers for their effort. Enforcement and public education efforts will be made a greater priority in the years to come.

## Shellfish Permit Structure

We issue individual recreational permits (Resident, Non-Resident, Resident Senior and 1-day permits) with the caveat that anyone under the age of 16 can shellfish – provided they are shellfishing with someone who holds a valid recreational shellfish permit. The individual permit holder is responsible for the children and their shellfishing activity. The shellfish permit limit is 10qt/week of shellfish. Anyone 16 years old or older shellfishing is required to have their own shellfish permit. Commercial permits, available to only Harwich full-time residents, have always been individual permits.

Current shellfish permit rates:

Resident \$30/year

Non-Resident \$70/year

Commercial \$60/year

Resident Senior (65+) \$15/year

One-Day Non-Resident \$30/year

2023 Shellfish Permits Sold

Resident 150

Non-Resident 23

Commercial 5

Resident Senior (65+) 188

One-Day Non-Resident 86

TOTAL 456

Previous shellfish permit holders were asked to fill out a survey when obtaining their license at the Natural Resources office at Saquatucket Harbor. From those surveys, we were able to compile the following averages per shellfishermen:

Days someone went shellfishing 8.5

Pails of quahogs 3.2

Pails of oysters 0.35

Pails of softshells 0.66

Pails of scallops 0.00

\* 1 pail = 10 quart (weekly limit)

Note: When someone buys a permit, the previous year's survey results are collected. The 2023 data will be available after everyone has purchased their 2024 license and will be included in next year's town report.

## Herring Sustainable Fishery Management Plan

The Herring Run remained closed due to the moratorium enacted by the Division of Marine Fisheries on the taking of herring anywhere in Massachusetts. However, since some herring runs, including Harwich, are

showing improvement there have been significant strides made to allow the limited taking of herring. The department is focused on working towards a balance of community interest and overall protection.

A river herring sustainable fishery management plan developed cooperatively by the Natural Resources Department and the Massachusetts Division of Marine Fisheries was approved by the Atlantic States Marine Fisheries Commission in November 2022. This plan allows the Town, should they choose, to open the herring run to a limited harvest of herring in the next 5 years. The plan details the metrics, season, limits, monitoring, and thresholds that need to be met. Intentions for an opening to the harvest of river herring will be discussed in the year to come.

### **Herring Run**

Herring River was kept clear of debris and blockages. Early spring days were spent cutting dead wood, removing brush, and clearing debris that would inhibit the migration of herring to their freshwater spawning sites. Once again, we worked with Barnstable County AmeriCorps, and with their collaborative effort, accomplished a great deal of work in a short period of time.

2023 brought a considerable amount of rainwater. To our benefit, water levels in our ponds and streams were adequate. However, in late fall levels began to drop. Herring fry were spotted leaving as late as December.

Harwich Conservation Trust (HCT) reinstated its volunteer herring count program this year. 30+ volunteers on a fixed schedule for April and May stationed at the point where herring enter Hinckley's Pond.

### **Year Volunteer Herring count**

2023 161,962

2022 47,621

2021 No Count (HCT count not completed)

2020 No Count (Covid-19 restrictions)

2019 69,680

Massachusetts DMF re-installed an electronic fish counter at the Johnson's flume off Depot Street. This is the eighth year the department has utilized this electronic counter. The herring freely passed through one of several counting tubes as they migrated up the fish ladder. The total fish tabulated over roughly a two-month period (April and May and early June) was 291,600.

## **2023 DMF Electronic Herring counter**

2023 520,809  
2022 291,200  
2021 436,090  
2020 905,078  
2019 1,223,211  
2018 882,630

The 60ft x 40ft lead line seine net with top floats remained installed in the West Reservoir to keep migrating herring from entering the nearby cranberry bog when it is flooded. Including past years, this has proven to be efficient.

### **Eel Ramp**

The eel ramp located off Bank Street, managed by DMF and assisted by Harwich Natural Resources continues to help migrating eels into Grass Pond, although we did not receive an official count. The eel ramp itself consists of a small water pump which keeps an inclined ramp moist to assist the passage of eels from Cold Brook into the pond. Without the assistance of this pump/ramp system, not a single eel could migrate up into Grass Pond.

### **Harwich Water Quality Sampling**

For over two decades Harwich citizen volunteers have been collecting water quality data from Herring River, our three harbors and many freshwater ponds.

Local water quality monitoring was completed in Saquatucket Harbor, Wychmere Harbor, Allen Harbor, Herring River, and many freshwater ponds. These areas were sampled several times throughout the summer for our long-term database. Waterbodies were sampled for nitrates, phosphates, chlorophyll, dissolved oxygen, salinity, temperature, and coliform levels. This data is often the springboard and supports aquatic and estuarine reports/studies completed for the Town.

The Natural Resources Department also continued its water sampling collection program for the Center for Coastal Studies. Water samples were collected and analyzed for contaminants of emerging concern. Contaminants of emerging concern (CECs) include pharmaceuticals and personal care products, which have been detected at low levels in surface water, leading to concerns that these compounds may have an impact on human health and aquatic life. A summary report of the Contaminants of Emerging Concern in Nantucket Sound and its Associated Estuaries and Salt Ponds can be found at [www.waquoitbayreserve.org/wp-content/uploads/WQM\\_METConf\\_CECs\\_Costa.pdf](http://www.waquoitbayreserve.org/wp-content/uploads/WQM_METConf_CECs_Costa.pdf).

Harwich also plays a role in the Pleasant Bay Water Quality Monitoring Program. The Pleasant Bay Alliance, with the help of Harwich volunteers, sampled many sites throughout the bay and surrounding embayment. Three current sampling locations are in Harwich waters: two in Pleasant Bay and one in Round Cove. The department would like to thank the numerous water sampling volunteers for their assistance.

### **Cyanobacteria Monitoring**

Harmful algae blooms from cyanobacteria in Cape Cod's freshwater bodies continue to garner attention. Working with APCC (Association to Preserve Cape Cod), we were able to sample and monitor many of our water bodies for cyanobacteria levels and respond to blooms. This cyanobacteria sampling provides important information to towns, local partner organizations, and to the general public. Given the heightened awareness of the conditions of ponds across Cape Cod, APCC will continue and build upon the strength of their cyanobacteria monitoring program for the upcoming 2024 season.

Skinequit Pond Phosphorus Inactivation (Alum Treatment) - Solitude Lake Management out of Shrewsbury MA was contracted to conduct a subsurface phosphorus inactivation treatment using aluminum sulfate and sodium aluminate to treat the Pond. The project took place in October 2023 and was completed by the end of the month. In addition to the Alum dosage, pre-treatment, during the application, and post-treatment water quality monitoring was also conducted. Harmful algae blooms from cyanobacteria in Cape Cod's freshwater bodies are gaining more attention. Harwich experienced a few this past summer and the entire Cape is now developing a coordinated approach to addressing these and disseminating accurate and timely information to the public encountering bodies of water experiencing any type of bloom.

Harwich currently samples Bucks Pond, John Josephs Pond, Skinequit Pond, Aunt Edies pond, Long Pond, Hinckley's Pond, Sand Pond, Black Pond, and the West Reservoir. It is our intention to sample these again in 2024.

Respectfully Submitted,

Don E. Yannuzzi Jr.

*Director of Natural Resources, Assistant Harbormaster*



# *Report of the* **Planning Board and Planning Department**

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The membership of the Harwich Planning Board is as follows:

Duncan Berry – Chair

Craig Chadwick – Clerk (Retired as of January 5, 2024)

Mary Maslowski – Member

Ann Clark Tucker – Member

Emily Brutti – Member and Representative to the Harwich CPC

Harry Munns – Member

Allan Peterson – Member

Two members retired in 2023: William Stoltz and David Harris. The Board thanked them for their dedicated service and wished them both well in their retirement.

The Planning Board's main charge is that of regulatory review for the development and redevelopment of land and sites in Harwich. The Board, through the process of open meetings confirms that all applications are in compliance with the Town's Zoning Bylaws (Zoning Code), the Planning Board Rules and Regulations and the Town's Local Comprehensive Plan.

To date, the Planning Department has received 36 new applications for the Board, 3 requests for Covenant Releases from previous year's Definitive Subdivision grants and 2 requests for informal discussions with the Board. Five cases were withdrawn without prejudice. One case is currently being appealed.

The Board's cases and determinations on other cases are as follows:

- 3 Approval Not Required (ANR) Plans were received. All were endorsed.
- 3 Approvals of Modifications for Definitive Subdivision Plans
- 6 Modification to Site Plan Special Permits.
- 5 Use Special Permits were approved.
- 7 new Site Plans Review applications were received; 6 were approved and 1 is pending.
- 5 Use Special Permits applications were received; 4 were approved and 1 is pending.
- 1 Waiver of Site Plans was reviewed and approved.

- 2 Requests for approval of pools in the Six Ponds District were received and approved.
- 2 Requests for approval of Accessory Buildings with Bedrooms were received and approved.
- 1 Preliminary Subdivision application was received and approved.
- 3 Applications for Two-Family Use were received. 1 was withdrawn, 1 approved and 1 is pending.
- 3 Applications were received for Alternate Access. 2 were approved and 1 was withdrawn.

### **Zoning Code Amendments**

In 2023, the Town Planner brought to the annual May Town Meeting three proposed Zoning Amendments, all 3 of which were approved. This brought welcome changes to the Code regarding Accessory Dwelling Units (§325, Article V, Section 14T), Floodplain Regulations (§325 Article XVII) and Large Scale Ground Mounted Photovoltaic Arrays (Chapter 325 Article XXIII).

### **Planning Projects**

The Town Planner took bids for the development of the Town Local Comprehensive Plan. The Town contracted with Tighe & Bond, with Project Consultant lead, Sharon Rooney, AICP. Ms. Rooney provided an update to the Board on the Local Comprehensive Plan (LCP), Open Space & Recreation Plan, and Housing Production Plan as well as ongoing LCP Survey and upcoming Community Engagement processes for all three plans in 2024.

### **Membership & Staff**

Currently the Board has one opening for a full member and one opening for an alternate member.

The Planning Board would like to acknowledge past Town Planner, Paul Halkiotis who retired in May as well as the new Planner, Christine Flynn with over 20 years of planning experience. The Board is excited to work with Christine as we move forward into 2024. The Board would also like to thank the Planning Assistant, Shelagh Delaney who kept the Board up to date between administrations.

Respectfully Submitted,

Duncan Berry, *Planning Board Chairman*

## Report of the **Pleasant Bay Alliance**

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The Pleasant Bay Alliance is an organization of the Towns of Orleans, Chatham, Brewster and Harwich. The Alliance is charged with implementing the Pleasant Bay Resource Management Plan encompassing the Pleasant Bay Area of Critical Environmental Concern and Pleasant Bay watershed. The Alliance develops and distributes public policy recommendations, technical studies and public informational materials, all available at [www.pleasantbay.org](http://www.pleasantbay.org). Highlights from 2023 are described below.

The Alliance completed studies for the *Pleasant Bay Climate Adaptation Action Plan* to protect the Bay's ecological functions and enhance resilience of low-lying infrastructure from climate-induced adverse effects. The work is funded by a \$292,710 Municipal Vulnerability Preparedness Action Grant. Studies assessed climate-induced effects to the barrier beach, inner shoreline, low-lying public access points, water protection infrastructure (e.g., for stormwater or wastewater management), eelgrass and salt marsh. The studies were presented at a community forum at the Chatham Community Center.

Environmental permitting needed to install a living shoreline project to protect salt marsh at Jackknife Harbor Beach progressed with issuance of an Order of Conditions from the Conservation Commission, and permit applications to Massachusetts Department of Environmental Protection and US Army Corps of Engineers. The Alliance received \$117,220 from the Massachusetts Coastal Zone Management Coastal Resilience Program to complete permitting and design.

The fifth annual performance report under the Pleasant Bay Watershed Permit was submitted to the MA Department of Environmental Protection and the Cape Cod Commission. The cumulative to-date nitrogen load removal of 4,462 kg/yr represents 91% of the five-year removal commitment of 4,916 kg/yr under the permit. It is expected that over the next year the towns will have achieved slightly more than 100% of the Year-5 goal.

The Alliance coordinated Watershed Permit implementation activities with a \$132,178 watershed grant from the Southeast New England Program, a program of the US EPA. Grant-funded activities completed in 2023 include assessments of nitrogen attenuation in Muddy Creek and Tar Kiln stream, nitrogen mass exchange in Muddy Creek and Pochet Neck, and nitrogen load associated with buildout in all four towns. The studies are being used to inform town nitrogen management plans and the Year-6 Watershed Permit annual report.

For the 24th consecutive summer, dedicated volunteers collected water quality samples at 25 bay-wide locations. The data collected document water quality impairment in Pleasant Bay and are used in the design and implementation of wastewater management plans.

The Alliance wishes to thank Heinz Proft for his many years of service to the Alliance, and the citizens of Harwich for your ongoing support.

Respectfully submitted by:

Allin Thompson, *Steering Committee*

Dorothy Howell, *Steering Committee*

Dan Pelletier, *Technical Resource Committee*

Amy Usowski, *Technical Resource Committee*

Lecia McKenna, *Technical Resource Committee*

John Rendon, *Technical Resource Committee*

Carole Ridley, *Coordinator*

# *Report of the* **Department of Public Works**

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I hereby submit my Annual Report on the activities of the Department of Public Works in 2023.

Transportation Improvement Projects (TIP) are one way to maximize our limited maintenance dollars with State and Federal funds, where the Town is responsible for engineering and designing a project. Once the design is completed and accepted by the State, the project becomes theirs, with MassDOT bidding, awarding, and overseeing all aspects of the project until its completion. The Town currently has four MassDOT projects in the works with one currently under construction and three having target dates of 2024 and 2025.

The Azalea Drive Bridge project is part of MassDOT's Small Bridge Replacement Program, where DOT pays for the entire project, including design, and the Town is responsible to secure the Right of Way (ROW) from the abutters. All of the residents abutting the project were amenable to the idea of donating the access to a small portion of their property to allow for the bridge replacement project, even though they were all entitled to a stipend. I want to personally thank the seven property owners whose cooperation saved the Town a great deal of staff time and money. This \$4M project was awarded on 11/1/2022 to ET&L Corporation, with construction starting shortly thereafter. As of this writing, the bridge project is just over half way done with traffic being routed over the newly completed east side of the bridge. It is anticipated that the project be completed by fall of 2024. ET&L has been great to work with and their Superintendent Mark Richardson, the man in charge at the site, has done a fantastic job of working with residents abutting the project and been extremely responsive to the Town's needs.

In 2015 the Board of Selectmen wrote MassDOT requesting that a sidewalk be constructed on Route 28 (a State owned road), from Harwich Port to Saquatucket Harbor. The primary reason for this request was the planned \$10M worth of improvements at the harbor and realizing it would draw more pedestrians from Harwich Center. At the time, MassDOT appeared amenable to this request, but it never materialized. On January 17, 2023, MassDOT hosted the 25% Design Public Hearing at the Harwich Community Center, which was well attended and ended up adding approximately 400' of sidewalk on the north side from Outer Cape Healthcare to Gorham Road due to feedback from residents during that meeting. The May 2021 Annual Town Meeting approved \$200k to

fund engineering for this project, which was augmented by Paul Manning, a Harwich Port resident, who donated \$250k for this purpose. The project has a construction estimate of \$2.6M, is slated to be advertised by MassDOT August 2024, with construction commencing in the fall of 2024. A special thanks to Pamela Haznar, former Project Development Engineer at MassDOT District 5, as this standalone sidewalk project would not have materialized without her strong support for it. I wish Pam a fruitful retirement.

In 2016, I proposed pursuing another TIP project on Route 28 in West Harwich, from the Dennis Town line to the Herring River Bridge. The primary impetus in proposing this project was that the Town of Dennis recently improved the Dennis Port area of Route 28. Since their project excluded the traffic signals at the Town line, Harwich and Dennis made a joint application to MassDOT that would upgrade both traffic signals and hopefully alleviate the long backups that occur at this intersection during the summer months. The joint project was accepted by MassDOT, with a construction estimate of \$7.6M slated for 2025 (originally programmed for 2022). To help pay for Harwich's estimated engineering costs of \$330k, the Town signed a Memorandum of Understanding with the Cape Cod Commission to utilize \$175k in Traffic Mitigation funds for that purpose. To date, the Town has held a kickoff meeting, 3 site walks including one open to the general public, a brainstorming session with the public and 3 meetings with MassDOT, Cape Cod Commission, Town of Dennis personnel and VHB. MassDOT conducted the 25% Design Public Hearing on January 24, 2023, at the Harwich Community Center, which was well attended. As a result of feedback from that meeting, MassDOT agreed to install antique appearing light fixtures though the entire project and a brick sidewalk for approximately have the project. It is anticipated that construction should begin on this project in the Spring of 2025.

In 2018, the Town applied for and received a grant from the Safe Routes to School program to reconstruct the sidewalks around the Harwich Elementary School. This \$2.4M project is entirely funded with State and Federal funds with the Town's responsibility being to secure the ROW. The original scope of work was to remove the old sidewalk on the three roads surrounding the elementary school (South Street, Sisson Road and Main Street) and replace them with 5' modern, ADA compliant sidewalks. On September 13, 2022, DOT held a virtual meeting, presented the current draft plans and took public comment. After that meeting MassDOT adjusted the plans to have 5' sidewalks on Main Street and Sisson Road and an 8' multimodal path on South Street. MassDOT should be scheduling a 25% Design Public Hearing sometime this year in order for the public to provide feedback on its design. Construction is anticipated to begin the summer of 2025.

The following briefly describes accomplishments and duties of each department within the DPW. It should be noted that during hazardous conditions, such as snowstorms, hurricanes and tornados, all Department personnel function as one cohesive unit for the duration of the event and subsequent cleanup. Additionally, personnel are temporarily assigned to other Divisions within the Department as workload and staffing dictate.

### **Building Maintenance Department**

The Building Maintenance Department consists of four full-time employees. They are responsible for routine and preventative maintenance of over 35 town-owned buildings, with over 260k square feet of space. There are over 40 additional areas that are also maintained by the department such as the town gardens, beach stairs and walkways etc.... They are also responsible for the setup and breakdown for Town Meetings and Elections. In addition to routine work, this department completed several building projects during 2023:

- Completed the first portion of the Green Communities project at the Community Center. The old cast iron boiler was replaced with two high efficiency condensing boilers. These new boilers are expected to achieve an annual savings of over \$5,500.00 in gas consumption.
- Oversaw the completion of the new foundation for Brooks Academy. With this phase complete, the requirements for exterior restoration have been submitted to the Capital Outlay Committee for approval.
- Continued to work jointly with the Architect, mechanical engineers, mechanical contractor, supplier and the Fire Department with warranty issues in the new Station II facility. Specifically had problems with the Variable Refrigerant Flow (VRF) mini split system. Appears to be a mixed problem of design and construction.
- While less than last year, we continued to encounter a large amount of vandalism. The repairs include replacing windows, doors, toilets, sinks, paper and soap dispensers and patching painting walls. The cost of the repairs was in the hundreds of man hours for labor and thousands for materials.

This department also received over 504 and completed over 479 work orders (requests for service) during the year. These included repairing and managing the HVAC systems, broken windows, light fixtures and locks on various town buildings, repairing bathrooms, fixing leaks in ceilings, replacing broken tiles, moving furniture and office equipment, and coordinating repair services with outside contractors when appropriate.

## **Custodial Department**

The Custodial Department, which consists of one part time and six full-time employees, has been responsible for maintaining the cleanliness of the Town Hall, Community Center, Police Department, Harbormaster Administration, Library, 204 Sisson Road Municipal Building, Albro House, DPW, Transfer Station, and Cranberry Valley Golf Course.

Routine maintenance for this department includes:

- Sweeping, vacuuming, mopping, dusting, waxing, polishing, buffing, and cleaning of floors and carpets
- Cleaning and sanitizing restrooms and locker rooms, replenishing supplies
- Cleaning, dusting furniture, walls, fixtures, drinking fountains, blinds, lights, etc....
- Opening, closing, unlocking, locking the facilities as needed
- Arranging the facilities for planned events (i.e. setup/breakdown of tables, chairs)
- Maintaining building security during activities

## **Disposal Area**

The Harwich Transfer Station/Recycle Center is open seven days a week from 8AM-4PM, 362 days a year.

Harwich continues to participate in the Barnstable County Sharps Collection Program. This service provides patrons (free of charge) with designated sharps collection containers that can be filled with contaminated hypodermic needles and given to the Transfer Station attendant.

Of course, the main component of the facility is the removal of municipal solid waste (MSW), recycling materials, and other waste materials from the Town. The MSW is loaded into 100-yard trailers and transported to the SEMASS facility in West Wareham, Massachusetts, approximately 50 miles from Harwich. Disposal Area staff made 349 trips to this facility moving a total of 8,161 tons of MSW. The second component of the operation is the drop-off Recycling Center, located east of the Transfer Station. A total of 1,358 tons of recycled material was hauled to a facility in Mansfield and accounted for a total of 320 trips. The last major component of the operation is known as the C&D pad. C&D (construction and demolition, i.e. wood waste from building and remodeling, shingles, and unusable furniture) is dropped off on a concrete pad south of the Transfer Station, where it is processed to increase density and then loaded into 100-yard trailers for transportation to Win Waste Innovations, which is a facility in Taunton. Harwich vehicles made 670 trips, hauling a total of 9,970 tons of C&D.



The Town offers the following programs to residents:

- The Treasure Chest is open on Saturday and Sunday from 9AM-3PM.
- Automotive Product Recycling (daily, year round) for drop off of used oil, antifreeze, gasoline, and oil filters.
- Composting of Grass and Leaves (daily, year round). Material must be weighed, but there is no charge for residents.
- The Paint Shed operates from April 1-October 31. A total of 9,680 gallons were collected in 2023.
- Harwich hosts the Household Hazardous Products (HHP) collections for Harwich, Brewster and Chatham, in which unwanted household chemicals are collected. Collections are held on the second Saturday of each month from May through October, 9AM-12PM. During the 2023 HHP collections, the Disposal Area staff served 412 cars, recycling a total of 56,652 pounds of hazardous waste.
- The Disposal Area also collected 3,850 gallons of waste oil.

In addition to the above, we continue to accept the following items for a fee: brush, TVs, computers and monitors, propane tanks, tires, refrigerators, air conditioners, scrap metal, and appliances.

### **Highway Department**

The Highway Department's primary responsibility is the maintenance, construction, and repair of 142 miles of public roadway. Staff consists of 8 full-time employees and 2 seasonal workers. Ongoing department programs include annual crack sealing, pavement resurfacing, pavement surface treatments and catch basin repair, replacement, and cleaning. In addition, this department is responsible for the snow and ice removal on 200 miles of public and private roadways, street sweeping, pothole patching, sign maintenance, pavement marking maintenance, and seaweed removal on Town-owned beaches. In addition to the previously mentioned activities, the Highway Department completed the following in 2023:

- Installed 47 drainage systems
- Reconstructed 19 drainage systems
- Patched potholes and made road repairs using 21.05 tons of asphalt with Highway Department personnel.
- Cleaned 132 catch basins with Town-owned equipment.
- Ground 20 stumps with Town-owned equipment
- Maintained all Town owned beaches from May through September
- Striped 49.20 miles of road
- Completed maintenance striping of 11 municipal parking lots
- Completed tree pruning on 12 main Town roads
- Completed roadside grass mowing on all main roads and started on secondary roads

- Responded to 527 work orders (requests for service)
- Maintained 11 gravel roads and 8 gravel parking lots
- Assisted the Conservation Department with maintaining Brooks Hollow, Thompsons Field, Cornelius Pond Woodlands, and Texeira Field utilizing a skid steer loader and brush mower for 16 days.
- Using our roadside brush mowers the DPW maintained road shoulders and vegetation on approximately 65% of Town owned roads

### **Park, Cemetery, and Forestry Departments**

These departments are responsible for the maintenance of 6 parks, 7 athletic fields, 19 memorial squares, the grounds of 14 Town-owned buildings, the Town Gardens, and the bicycle trail, the care, maintenance, preservation, and improvement of 17 Town-owned cemeteries, and the planting and maintenance of all shade trees on Town property.

The staffing of these three departments consists of four full-time and four seasonal employees.

Routine maintenance for the Park and Cemetery Departments was as follows:

- Parks, Grounds, and Memorial Squares – These were mowed regularly from mid-spring through mid-fall. Pruning, raking, cleanup, watering, and the painting and repairing of benches were done as staffing permitted, with assistance from the Cemetery and Highway Departments.
- Athletic Fields – These were mowed twice weekly and prepared for games daily from mid-spring through mid-fall. Raking, pruning, watering, cleanup, and repairs to fences, irrigation systems, and drainage systems were done as necessary.
- Maintained irrigation systems for all athletic fields and Town buildings. Repaired several major breaks in piping and replaced broken sprinkler heads as needed
- Bicycle Trail – This was patrolled on a weekly basis throughout the year for litter, washouts, debris, and other safety issues. The bike trail was mowed several times over the summer and was pruned and brushed when needed.
- Contracted with Seaside Arborists for fifteen days to remove roadside trees that were dead, dying, or otherwise in danger of falling.
- Cemeteries – Two full-time employees were dedicated to mowing and maintaining the Town's nearly 100 acres of cemeteries. When help was available from the Park and Highway Department, trimming, raking, and other routine maintenance was carried out.
- Cemeteries – Assisted with burial mark-outs and lot surveying

In addition to the routine maintenance listed above, the employees of these departments assisted the Vehicle Maintenance Department in welding, fabricating, and repairing vehicles, plows and sanders, and completed the following projects:

- Continued to improve the drainage on the Community Center fields and other athletic fields by drilling drainage holes with the assistance of the Highway and Cemetery Departments.
- Over seeded the grass areas at many of the Town buildings
- Top dressed and over seeded McPhee, Whitehouse, Potters, and Memorial Fields
- Completed reconstructing Bassett Softball Field behind the Community Center
- Added wood chips to Brooks Park playground with the help of the Highway Department
- Installed granite pillars at Island Pond Cemetery to protect graves from damage
- Relocated gazebo in preparation of the newly installed power
- Electrical lines were installed by Farrell Electric Company at Evergreen Cemetery in preparation for the lighting of the veterans' flags
- Removed diseased trees in the cemeteries with help from the Highway Department Also, we contracted with Seaside Arborists to remove 27 trees from the cemeteries
- At the request of the Cemetery Administrator, continued cleaning, clearing of brush, and reconfiguring of other areas to continue the Arboretum project moving forward
- Bank Street Cemetery was cleared and new fencing was installed around the perimeter
- The uprighting of many gravestones in multiple cemeteries

The Park Department would like to extend a very sincere thanks to Shawn Fernandez and the Golf Department staff for their invaluable knowledge and assistance throughout the year. We would also like to thank Bev & Tim Millar and Gerie Schumann for maintaining and filling the Mutt Mitt Dispensers, as well as the Bikeways Committee for their diligence in patrolling and helping to maintain the bike trail.

### **Beaches and Town Restrooms**

Maintenance of the 20 Town-owned beaches was performed as a joint effort between the Highway, Park, and Building Maintenance Departments. The seaweed was removed weekly from Red River Beach, and periodically from Bank Street, Pleasant Road, and Earle Road Beaches. It was also removed from Belmont Road Beach as needed.

Partner Solutions was contracted to clean and stock Public restrooms twice daily during summer.

Windswept sand was cleaned from the parking lots and beaches were patrolled for litter as staffing permitted.

### **Vehicle Maintenance Department**

The Vehicle Maintenance Department, which consists of four full-time employees, is responsible for scheduling, servicing, repair, and parts ordering/receiving for the Town's entire fleet of vehicles and equipment, consisting of cars, trucks, loaders, sweepers, catch basin cleaner, tractors, trailers, police cruisers, fire engines, ambulances, mowers, plows, and sanders. This department also maintains the Town's fuel, diesel exhaust fluid dispensing systems and its small equipment, as well as registering, insuring, and handling accident claims for Town vehicles.

The following is a partial list of some of the repairs and maintenance accomplished in 2023:

- Performed Massachusetts State Inspection on 119 vehicles & equipment
- Performed 110 major and minor services to Town vehicles and equipment
- Performed 1,210 repairs to Town vehicles and equipment
- Designed and installed equipment/gear heaters on the Fire Department Cars 61 and 62
- Prepared and maintained trucks and equipment for roadside mowing, beach cleaning and street sweeping
- Prepared Town trucks and equipment for snow and ice removal
- Performed snow and ice removal, storm cleanup

### **In Conclusion**

Chris Nickerson, Road Manager with the DPW, retired after 33 years of service on January 2, 2024. Chris started his career with the Town on January 2, 1991, as an equipment operator and trailer driver at the Disposal Area. He later moved to the Highway Division in 1998 and was subsequently promoted to the positions of Foreman and Manager, ultimately being the Town's first Road Manager. Thanks to Chris' efforts over the last 20 years and the Town's support of requested road maintenance funding, the Town's roads are in great shape. I want to thank Chris for his 33 years of service and consistently putting the Town first during that time. Happy Retirement Mr. Nickerson.

I would like to thank the Board of Selectmen, Town Administrator Joe Powers and his staff, and all the other Town departments for working

cooperatively with the DPW throughout the year. I would also like to thank the residents of Harwich for their continued support of the Department of Public Works. Finally, I would like to thank the enthusiastic, conscientious and hardworking men and women of the Department of Public Works. It is truly a privilege to lead them and know that collectively we make Harwich a better Town to live and work in.

Respectfully Submitted,

Lincoln S. Hooper, Director

## *Report of the* **Treasure Chest Committee**

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The Treasure Chest is located on Queen Anne Road adjacent to the Harwich Transfer Station. It is a place where usable items can be diverted from the waste stream and be made available to others in our community. It is open all year on Saturdays and Sundays. Winter Hours (January, February and March) are 10:00-3:00. April through December Hours are 9:00-3:00. Items may be dropped off or picked up both days. Vehicles entering must display the current Treasure Chest sticker which is available at Town Hall.

As waste management continues to be a concern more attention is being paid to how we dispose of items. Rejected textiles and books are now diverted to appropriate bins as is clothing. Recycling of cartons and paper bags continues. And any opportunity to pass usable rejected items to non-profits is followed through. All this helps to keep the appearance of our site clean and accessible.

The Treasure Chest Committee would like to thank the many volunteers who work weekends to assist customers as well as those who work during the week to clean the facility. Thanks also go to the DPW and the staff at the disposal area. Their assistance is invaluable. And without the support of the Select Board and the staff at Town Hall, none of this would be possible.

Respectfully submitted,

Eleanor Gerson, *Chair*

*Report of the*

## **Real Estate & Open Space Committee**

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The purpose and mission of the Harwich Real Estate & Open Space (REOS) Committee is to study and make recommendations to Harwich elected officials and voters regarding the protection, acquisition, use and management of land for public purposes.

There are many reasons for the Town of Harwich to acquire, sell, conservation restrict, maintain and manage public lands, including such purposes as open space and recreation, habitat protection, affordable housing, historic preservation and general municipal uses. REOS has identified the protection of the Town's water resources as its highest priority.

The Committee works closely with the Harwich Conservation Trust evaluating property purchases and recommending collaboration with them on behalf of the town by supporting the purchase of Conservation Restrictions (a legal document that basically extinguishes developable rights).

REOS has worked closely with the assessor's and tax collector's offices to put together a working list of properties that could benefit from further investigation in the areas of tax title research, tax foreclosure, owner's unknown and misc. parcels. We prioritized these based on their risk of development, need for water protection or habitat protection.

Meetings have been attended by the Select Board liaison, Housing Committee liaison, Finance Committee liaison, Conservation Agent, Housing Advocate, and Water Department Superintendent. Members of the committee have attended local public housing forums and webinars, conflict of interest training sessions, and we have a member on the Local Comprehensive Plan committee. Membership is full at this time with 7 members.

We appreciate the continued support of Amy Usowski, Conservation Administrator, and Michael Lach, Executive Director, Harwich Conservation Trust.

Respectfully submitted by:

Elaine Shovlin, *Chair*  
Katherine Green, *Vice-chair*  
Dave Callaghan, Marcie Smith  
Carol Porter, *Clerk*  
Margo Fenn  
Brad Hinote

## *Report of the* **The Garden Club of Harwich**

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The Garden Club of Harwich (GCOH) was founded in 1932 by 25 women committed to beautifying our community and spending the joy of growing flowers and creating floral designs and landscapes around our town and in our homes. It is also of note that we continue to enjoy our status as the only town in the state of Massachusetts that is designated a Community Wildlife Habitat by the National Wildlife Federation. We participate in the Pollinator Pathway Project across Cape Cod and the Islands.

Our commitment to the community is made possible through the dedication of our members, who give over 1600 hours a year tending 20 garden areas and parks in the seven villages of Harwich. We also provide nearly 2,000 hours a year maintaining the seasonal planters during the spring, summer, fall and holiday seasons. Additionally, we provide and decorate holiday wreaths that adorn the electrical poles and public buildings. We appreciate and heartily thank the DPW for the help we receive in distributing those wreaths and the Fire Department for filling the water barrels for the garden at exit 82 on Route 6.

During the 2023 Holiday Stroll weekend, the GCOH was pleased to be able to incorporate the Chamber of Commerce's Dickens festivities into the Holiday House Tour, which is a major fundraiser for the Club. The money raised by the house tour will help to support our scholarship fund for students planning on a career in the earth sciences. It was a great success and we all enjoyed working with the town to usher in the holiday season.

The GCOH is truly a working garden club. I want to personally thank every member for their participation, many of whom working tirelessly to plan, prepare, and work at our events faithfully. The Garden Club invites anyone that is interested to please check our website at <[gardenclubofharwich.org](http://gardenclubofharwich.org)>

Respectfully submitted,

Mary M. Wheeler, *President*



# SCHOOLS

*Report of the*

## **Cape Cod Regional Technical High School District**

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Cape Cod Regional Technical High School was established in 1973 as a public technical high school. Cape Cod Tech students meet the same academic standards required by the State as our sending schools while also meeting certification standards of their technical training.

**District Towns:** Barnstable, Brewster, Chatham, Dennis, Eastham, Harwich, Mashpee, Orleans, Provincetown, Truro, Wellfleet, Yarmouth

### **Mission Statement: *Educating hands and minds***

Cape Cod Regional Technical High School developed the new mission statement during our latest strategic planning process.

**Enrollment:** For school year 2022-2023, the enrollment on October 1, 2022 was **666** students.

**Budget:** For school year 2022-23 (FY23) the Total Operating Budget was **\$16,127,000**, a 1.99% increase over FY22. To view: <https://www.capetech.us/about/departments/business-office>

**News from Superintendent Sanborn:** The 2022-2023 school year completes our third year in our new facility. Phase 2 of our construction project was completed outfitting our new multipurpose field and softball field with lights, a concession stand, and bleachers with a press box. Additionally, a new track was completed.



The school year also saw the development and completion of a new three year strategic plan by an eighteen member committee of teachers, students, advisory committee members, administrators, and parents. This committee created our new mission statement *“Educating Hands and Minds”* and action plans focused on our three core objectives of teaching and learning, community, and culture and wellness. Our school community also began the preparation process for our ten year New England Association of Schools and Colleges (NEASC) re-accreditation. NEASC will send a visiting team of fellow educators to conduct the evaluation in April 2024. As our popularity increases along with our waiting list, we are considering applying for new programming to serve additional students in Veterinary Science and Environmental Technology. These programs may be housed offsite as we hope to sign an intermunicipal agreement with the town of Harwich to lease thirty-three acres at 374 Main Street in Harwich. Finally, we not only view our facility as a school but as a community resource providing services to towns and community members, offering afternoon and evening workforce training and hosting events for towns and non-profit organizations. Cape Cod Tech truly appreciates our twelve sending towns for their ongoing support of our district.

**Town of Harwich:** Harwich had 69 students enrolled at Cape Cod Tech as of October 1, 2022

The assessment for Harwich in FY23 was \$1,418,098, based on the previous year's October 1, 2021 enrollment of 71 students.

### ***Highlights from Cape Cod Tech 2022-23 School Year***

- Graduated 155 seniors: 19 from Harwich.
- Enrolled 176 freshman: 14 from Harwich.
- The student newspaper *Tech Talk* had a very successful year with more student contributors than ever before. *Tech Talk* won first place from the American Scholastic Press Association as Outstanding Newspaper of the Year. Numerous individual achievements were received from New England Scholastic Press Association and All-New England Awards,
- Awards Night for the graduating Class of 2023 presented 202 scholarship, toolships and awards, totaling \$221,085, through the generosity of Cape Cod community organizations, charities, family memorials, and the Cape Cod Tech Foundation.
- Forty-four (44) students received John and Abigail Adams Scholarships, two from Harwich.
- The National Technical Honors Society (NTHS) had 60 juniors and senior inductees this year; six from Harwich. They fundraised to support two charities: MSPCA and Independent House.
- SkillsUSA, a national student organization, is a huge part of the Cape Cod Tech experience, combining technical, academic and employability skills. Community Service this year included Dress a Live Doll; Veterans recognitions; a bike repair/donation project; and building, painting and filling bookcases for Habitat for Humanity. Between District and State competitions, Cape Cod Tech students took home 11 gold, 9 silver and 15 bronze medals.
- Future Farmers of America (FFA) is a national career and technical student organization of middle and high school classes that promote and support agricultural education. In 2023, forty students were enrolled in our Horticulture program. In the annual state competitions, they placed 1st, 2nd, or 3rd in all areas of competition.
- The Cooperative Education (Co-Op) program placed their highest number of students - 140 junior and senior students, - to work with local businesses specific to the student's trade, thus enhancing their training, skills and employability after high school.

- Athletics expanded this year with the new athletic fields. Sports offered: football; volleyball; girls and boys soccer; cross-country; golf; cheer-leading; ice hockey; boys and girls basketball; cheerleading; baseball; softball; girls and boys lacrosse; track& field; spring track and tennis.

### ***Technical Highlights from 2022-23***

- The Auto Collision program maintained its success graduating 100% of their 12th grade students and increased 11th and 12th grade student enrollment in Co-Op placements. Students helped our maintenance staff with mechanical issues in the building.
- The Auto Technology program purchased four electrical vehicles (EV) with a grant award. With the purchase of EV tools and an online text, they began to build EV training into their curriculum. Job shadowing for juniors resulted in four direct hires into Co-Op placements.
- The Carpentry Department had 15 students in Co-Op placements this year. All 10th, 11th, and 12 graders completed OSHA10 training. The department is a member of the Home Builders and Remodelers of Cape Cod.
- Cosmetology offered job shadowing to juniors, posted jobs in the shop and invited salons in to speak with their students. Twenty-three 9th graders chose this shop as their 1st or 2nd choice for placement. They have expanded strategies of social, emotional learning into the curricula.
- Culinary Arts reopened the COVE restaurant full time since the COVID lockdown and re-engaged with the public while providing a structured learning environment for their students. Two full classes of students were certified as ServSafe, a personal best for the department.
- Dental Assisting students were able to assist the Ellen Jones Clinic and Mashpee Community Health Center. All seniors participated in internships and all students have completed CPR, First Aid and OSHA trainings. The department works closely with the Health Tech shop.
- Design & Visual Communications (DVC) purchased a new machine at the forefront of printing technology. It will allow our students to design and use new technology that will train them to develop their skills as designers and make them more valuable to the workforce.
- The Electrical Department was very active with community projects that provide experience for their students, including a generator install for Dream Day; repairs for Brewster Whitecaps merchandise building; and many projects for the Family Table Collaborative.

- In Engineering Technology, junior and senior classes prepared to take an exam to obtain a Small Unmanned Aircraft pilot's license for drone operation. Seventy-five percent of the students passed the exam. Students practiced flying and photographing from drones.
- Health Technologies added a third teacher this year. Sixteen freshman joined the shop; all sophomores participated in SkillsUSA; all juniors passed their CNA exams and 10 of 13 seniors spent the year out on Co-Op placements.
- Horticulture teachers had an exciting year with their FFA competition results and the purchase of a 64-foot lift to teach tree trimming. They expressed pride in their students and thanked parents for their support after school hours and industry partners for their support.
- HVAC was the most popular shop after freshman exploratory. All nine seniors achieved two industry certifications and 10th, 11th and 12th grade students achieved Hot Works and OSHA certifications. Eleven students competed in SkillsUSA and won numerous medals.
- The Information Technology Program, with two new teachers, were successful engaging students with new curriculum. Seniors averaged grades of 94%, and 84% passed an industry standard certification. Grade level certifications were earned by all 10th and 11th graders. Three students medaled in SkillsUSA competitions, one progressing to the national level.
- Marine Services offers the American Boat and Yacht Council curriculum of current marine industry standards. Eighteen juniors and seniors worked in Co-Op placements.
- The Plumbing Shop curriculum parallels the Board of Plumbers and Gas fitter Code book. All 10th, 11th, and 12th grade students passed the OSHA 10 training. Sixteen juniors and seniors participated in Co-Op Education placements with local employers.

### ***Academic Highlights from 2022-23***

- Business Education/21st Century Learning added an online certification for financial management and received a grant for entrepreneurship training. They added a guest lecturer to the Career Planning units and hosted the 10th annual Credit for Life Fair with CapeCod5.
- The Art Department created a 50-video tutorial resource with differing mediums. They collaborated with DVC and Culinary shops to offer a 2nd annual ART show display of student work, raising funds toward toolships. Students exhibited their work at the Crosby Mansion and created a mural for the Hope Project.

- Health and Wellness increased high expectations by adding push-up and sit-up pre and post-tests and warm up exercises to the beginning of every class. There is now online curriculum for students who need to sit out of gym class.
- The English Department was pleased with the growth of MCAS scores. More than 50 students became published writers as part of the Young Writer's 100-word short story competition. The student newspaper *TechTalk* earned multiple journalism awards.
- The Social Studies Department worked with Student Services to have all seniors complete scholarship applications. All students took the AP exams with the highest averages to date and are now in line with national average, even with students' 90-day academic schedule.
- The Math Department continued integrating technology-based instruction and assessment into the curriculum; implemented an online testing practice and worked on benchmarks for 9th and 10th grades that align with MCAS computer-based testing.
- The Science Department has developed meaningful labs that help students learn to connect what is happening in the lab to the concepts they are learning. Hands-on instruction in all science classes is emphasized. Biology completed a full year and participated in MCAS.
- The goal of the Special Education Department is to set individualized, challenging, yet realistic and attainable, IEP goals which allow students to strive towards grade level skill sets in areas where they may have deficits.
- The Student Services/Guidance Department has three school counselors, an adjustment counselor, an admissions coordinator, and an IEP Coordinator. In 2022-2023 they implemented the MyCAP program that helps 9th grade students plan their academic and vocational goals. More students applied for scholarships and to four year colleges, than in any recent years.

Please visit our website: [www.capetech.us](http://www.capetech.us) for more information.

Respectfully submitted,

Robert Furtado, Vice-Chair and John Our,  
*Harwich School Committee Representatives to  
 Cape Cod Regional Technical High School District*

# *Report of the* **Monomoy Regional School District**

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*Monomoy Regional School District is a community of learners of all ages focused on building knowledge, positive character, and resiliency in a safe, supportive, creative, and challenging environment. The following report summarizes many of the happenings in our community schools during the 2023 calendar year.*



## **Identifying What Graduates Need Most For Future Success**

In a world that is changing at an exponential rate, the skills, attributes, and characteristics that high school graduates need to succeed in their futures are also changing. To ensure that Monomoy's graduates are appropriately prepared for success within this ever-evolving world, the school district embarked upon an initiative called the "Portrait of a Graduate."

A development team comprised of parents and caregivers, students, faculty and staff, administrators, School Committee members, and community members met throughout the winter in facilitated sessions. The group processed results from a stakeholder survey, feedback from focus groups, and school district data to identify the skills, attributes, and characteristics that our community felt were most important for the future success of our graduates. The final Portrait of a Graduate was presented to the School Committee and adopted in the spring of 2023. It states that a Monomoy graduate will be a:

1. Creative & Critical Thinker
  - Critical thinker and problem solver
  - Creative, curious, and innovative
  - Adaptable and flexible
  - Prepared for college, career, and life
2. Communicator & Leader
  - Effective communicator
  - Work within and lead a team



- Consider other perspectives
  - Collaborate, compromise, and negotiate
3. Independent & Confident Learner
    - Self-motivated and independent
    - Advocate for themselves
    - Embrace challenges
    - Resilient
  4. Engaged Citizen
    - Act with integrity
    - Treat others with empathy
    - Recognize and respect diversity
    - Engage civically, environmentally, and globally

These skills, attributes, and characteristics are what Monomoy is committed to developing in each of our students from preschool through senior year. The development of the Portrait of a Graduate was just the first step – embedding these skills and traits in what we teach, how we teach, and what we assess becomes the heavy lift in the upcoming years. This Portrait of a Graduate will serve as a “north star” for our district, guiding our strategic planning and our work with students across grade levels so we can ensure that Monomoy’s graduates are well-prepared for the futures they will face beyond graduation.

### **Academic Excellence, Honors, and Awards**

The 2023 school year brought many exciting honors and awards for Monomoy students and faculty.

#### **Superintendent’s Award for Academic Excellence**

In February 2023, Monomoy Regional High School senior Christie Beckley was awarded the 2023 Massachusetts Association of School Superintendents Award for Academic Excellence. This award is given to the high school senior who has distinguished themselves in the pursuit of excellence during their high school career. In selecting the award winner each year, Superintendent Dr. Scott Carpenter looks for not only academic success, but for demonstrations of leadership and initiative within the school and the greater community. Christie was valedictorian for the Class of 2023 and is attending Harvard University.

#### **Governor’s Portrait Essay Contest**

After a statewide student essay competition, Governor Maura T. Healey and Lieutenant Governor Kim Driscoll selected the portraits that will hang in their offices. The student winners and their families were present for the



unveiling in the Governor's Ceremonial Office. Breonna Mody, a 7th-grade student at Monomoy Regional Middle School, was among the honorees.

### **NSDC Award for Academic Growth and Student Leadership in Learning.**

In May 2023, Monomoy Regional High School senior Edrian Wright was selected by the high school's administration to receive the 2023 NSDC Award for Academic Growth and Student Leadership in Learning.

The National School Development Council is a network of regional school study councils that supports excellence, equity, and continuous educational improvement. This award is presented to high school seniors who have consistently pursued a high level of academic effort, and who have also served as positive role models for the student body. Recipients of the award exemplify admirable character and accomplishment.

### **Teacher, District, and School Committee Awards**

Monomoy Regional Middle School science teacher Nancy Gifford was named the New England Patriots Hall of Fame Massachusetts STEM Teacher of the Year. This honor included \$5,000 to fund science programs at the school. As part of the celebration, Patriots mascot Pat the Patriot visited the school, and students were able to meet Pat, get autographs, and try on Super Bowl rings!

Kari Flint, a biology teacher at Monomoy Regional High School, was named the 2023 Barnstable County Science Educator of the Year by the Massachusetts Association of Science Teachers. The criteria for these awards are: a past history of being an active, contributing member of national, state, and/or local science teacher organizations; provided a leadership role in promoting and advancing the cause of quality science education among his or her peers; and active in promoting and advancing the cause of quality science education among students.

Monomoy Regional High School Golf Coach John Anderson was selected as the recipient of the 2022-23 MIAA Coach of the Year Award for the sport of Girls Golf. In the letter announcing the award, Peter Smith, MIAA Associate Director, wrote, "Your selection was based upon excellence of character, impact upon students and community and coaching credentials. Please accept our sincere appreciation for the impact that you have had on students by helping them develop skills and values necessary for success in their lives."

Anderson has been a history/social studies teacher at Monomoy High School for 22 years and has coached both the boys and girls golf teams at Monomoy for 13 years.

Monomoy Regional High School also received numerous honors for its excellence in educating students and providing all students with access to advanced coursework. In the 2023 U.S. News and World Report annual ranking of the best high schools in each state, only three Cape Cod schools were in the top 100 of the 348 Massachusetts schools ranked – Monomoy Regional High School took the 83rd spot. The U.S. News ranking system takes into consideration the graduation rates, college readiness, state assessment scores, and underserved student performance of each school to arrive at the rankings.

In addition, Monomoy Regional High School has earned a place on the College Board's AP School Honor Roll for the 2022-23 school year. The AP School Honor Roll recognizes schools that have done outstanding work to welcome more students into AP courses and support them on the path to college success. MRHS is being further recognized with the AP Access Award, which honors schools that encourage more low-income and underrepresented minority students to take AP courses.

The MassHire Cape & Islands Workforce Investment Board bestowed a 2023 Rising Star Award on Cheri Armstrong, the Monomoy Regional High School Career Education Coordinator. The Rising Star Award recognizes individuals and organizations who have emerged as reliable partners, enthusiastic supporters, and valued contributors to CIWIB initiatives.

Monomoy Regional School Committee member Tina Games was re-elected as a Division VII Officer for the Massachusetts Association of School Committees, serving the Cape Cod and Islands region (which includes Carver, Rochester, and Wareham). In this position, Games will continue working as an advocate on behalf of School Committee members, supporting them in their roles through a variety of educational and networking opportunities, including ongoing advocacy for high-quality public education and student wellbeing. She also acts as a legislative liaison between District VII School Committee members and regional legislators, addressing any educational issues that may arise and/or any concerns that may impede their work as a public servant.

### **Celebration of Excellence**

In November 2023, Monomoy Regional High School held its tenth annual fall Celebration of Excellence, honoring students for a variety of academic achievements, including perfect MCAS scores, Adams Scholarships, and AP Scholar awards. Honorees included current MRHS students as well as members of the Class of 2023.

### **Perfect MCAS**

Three students were honored for a perfect score on the 2022-2023 Massachusetts Comprehensive Assessment System exam. Tyler Fleischmann

earned a perfect score on the Grade 9 Physics MCAS, and Jericah Dujua and Chloe Thompson both earned perfect scores on the Grade 10 ELA MCAS. Their names will be added to the MCAS plaque that hangs in the Main Street Hallway.

### **John and Abigail Adams Scholarship**

Thirty-two MRHS seniors were named as recipients of The John and Abigail Adams Scholarship. The Adams Scholarship is a merit-based program that provides credit toward tuition for up to eight semesters of undergraduate education at a Massachusetts state college or university. For this scholarship, recognition is based on student scores on the 10th-grade MCAS exam. The Monomoy Regional High School Adams Scholarship Award Winners from the Class of 2024 are Isadora Alexis; Alexis Arruda; Paul Carlson; Abigail Considine; Thomas Correia; Braeden Darling; Ian Field; Connor Francis; Lillian Gould; Emily Gray; Matthew Hunt; Camden Jolibois; Chloe Jones; Liam Jordan; Stephen Kelly; Annalise Langelier; Natalie Larivee; Owen Lavin; Jordan MacRoberts; Tatiana Malone; Karlie Monteiro; Talia Perez; Steele Ponte; Jack Raye; Jack Reid; Nicolas Sanford; Ashley Smith; Devlin Towers; Gareth Vos; Sally Watson; Isaiah Woodland; and Yu Ying Zou.

### **AP Scholar Awards**

There are levels of AP Scholar designation, depending on the number of AP courses taken and the scores earned: AP Scholar – students who receive scores of 3 or higher on three or more AP Exams; AP Scholar with Honor – students who receive an average score of at least 3.25 on all AP Exams taken, and scores of 3 or higher on four or more of these exams; and AP Scholar with Distinction – students who receive an average score of at least 3.5 on all AP Exams taken, and scores of 3 or higher on five or more of these exams. The students receiving AP Scholar recognition include Abigail Considine, Braeden Darling, Abigail Gates, Lillian Gould, Emily Gray, Camden Jolibois, Jordan MacRoberts, Steele Ponte, and Ashley Smith. The students receiving AP Scholar with Honor recognition are Paul Carlson, Stephen Kelly, Annalise Langelier, and Yu Ying Zou. The student receiving AP Scholar with Distinction recognition is Liam Jordan.

A number of students from the MRHS Class of 2023 were also recognized as AP Scholars. The graduates receiving AP Scholar recognition include Kaeleigh Bourgea, Owen Davis, Courteney Dery, Caleb Haarman, Colin Moore, Alexa Schneeberger, Max Wall, Maximus Weinberg, Olivia Willis, and Jack Yuskaitis. The graduates receiving AP Scholar with Honor recognition include Jennie Grogan, Tian Jamieson, James Machnik, and Sarah Poskanzer. The graduates receiving AP Scholar with Distinction recognition include Christie Beckley, Tyler Brackett, Samantha Goode,

Alyson Morris, Isabelle Pfleger, Erica Slade, Melissa Velasquez, Jocelyn White, and Chloe Zaloom

### **AP Special Recognition Awards**

In addition, two Monomoy students received national recognition from the College Board based on a GPA of 3.5 or higher and outstanding performance on the PSAT and/or AP exams. Isadora Alexis received the National African American Recognition Award and Talia T. Perez received the National Hispanic Recognition Award.

### **Graduation**

Monomoy Regional High School held a graduation ceremony for the Class of 2023 on June 3, 2023. Although rain in the forecast moved the event into the school's auditorium, it was a wonderful event with lots of personal touches, heartfelt speeches, and musical performances from students. The 121 graduates were welcomed by Principal Jennifer Police and Class President Jack Yusaiktis. Superintendent Dr. Scott Carpenter's address included tips for 'Adulthood 101', which dovetailed with the skills, attributes, and characteristics in the district's Portrait of a Graduate. School Committee Chair Jackie Zibrat-Long and Valedictorian Christie Beckley also gave moving remarks. The 2023 Reflection Awards were presented to educators from each school that students selected for their impact on their development. Chloe Eldredge presented the CES award to Cheri Armstrong, Orla Delaney presented the HES awards to Joseph Zabielski, Devin Manhaupt presented the MRMS award to Leslie Botsford, and Anna Bianco presented the MRHS award to Robert Smeltzer. Student addresses from Salutatorian Chloe Zaloom, Class Secretary Lucy Mawn, and Class President Jack Yuskaitis followed. MRHS teacher John Dickson presented Global Studies and Global Studies with Distinction diplomas to Christie Beckley, Tyler Brackett, Emily Coughlin, Samantha Goode, Molly Gramm, Isabelle Pfleger, Sarah Poskanzer, Olivia Willis, Jack Yuskaitis, and Chloe Zaloom. Ad Lucem ("toward the light") is the underlying principle that guides our district and all our students. This is represented in the annual high school graduation award presented at graduation. These awards are given to those who selflessly contribute to the school's culture. The 2023 Ad Lucem Award winners were: Faculty – Robert Smeltzer; Support Staff – Tara Lee; Students – Hope Jorgensen and Maximus Weinberg; and Community Member – Derrick Spurrier. Throughout the ceremony, there were special musical performances by the MRHS Select Choir as well as students Britanya Bucknor and Julia Morgan.

### **Monomoy Performing Arts**

For the MRHS Performing Arts Department, 2023 was a return to normalcy for musicians post-pandemic. Senior District and All-Cape and

Islands Music Festivals occurred in January. The annual Alumni Show returned in January with 24 music alumni returning to perform and join forces with current music students in a very celebratory performance on the first Thursday evening of that month. In February, Broadway actor and clinician Robi Hager returned for his 9th visit to work with the cast of the spring musical production. Members of the cast, pit band, and crew of 9 to 5, worked hard on a great run of the show which included the matinee performance for our middle school students, as well as a morning performance of the costumed Rock Music of the 70s, 80s and 90s Pops Concert for the district's elementary students which is the second year of what will be a new tradition. Edrian Wright '23 (trombone) and Britanya Bucknor (alto vocalist) traveled to Westford to represent Monomoy Regional High School in the All-State Music Festival Orchestra and Chorus with the final performance on the stage of Boston Symphony Hall on the second day which unfortunately got snowed out. For the first time in a while, Monomoy participated in the All-Cape Jazz Festival in April. Simon MacBride '24 (drums), Edrian Wright '23 (trombone), and Christopher Marchio (piano) '27 represented MRHS in this very impressive ensemble. Spring moved quickly and culminated with a successful Spring Concert, and Senior Arts Night. Come September, Monomoy's Jazz Band was running stronger than ever, with 22 students under the direction of retired Berklee College of Music professor Wayne Naus. November brought the fall drama production Night Chills, a collection of one-act plays by Edgar Allan Poe brought to life on the stage. The Music Department is back with 21 students successfully auditioning for the All-Cape and Islands Music Festival, and sitting in top seats and positions across all four ensembles. Eight students successfully auditioned for the highly competitive Senior Southeastern Massachusetts District Music Festival, with three students; Isaiah Woodland '24, Leyla Holmes '25, and Emory Hines '26 scoring high enough to get an All-State recommendation. The entire high school music department visited CES, HES, and MRMS to perform for the younger students. In December, the Select Choir caroled the halls of the elementary schools and MRHS held an incredibly successful Winter Concert.

### **Budget and Assessments**

The Monomoy budget is how much it costs to fund the education of children in Harwich and Chatham. The FY24 General Fund budget presented to each community's Town Meeting was \$44,382,003, a 3.69% increase over the prior fiscal year. This budget funded priority needs for the district, including additional staffing to meet ongoing student needs, including in the areas of special education, math, and ELA. Detailed budget information was made available on the school district's website and is provided to each town's library and Town Hall, per the district's regional agreement.

The assessment is how much each town pays to fund the Monomoy Regional School District according to the formula in the Regional Agreement. The district's regional agreement was revised for the FY24 budget, as described above, and draws on the following figures to calculate the assessments:

- The **minimum required contribution** is calculated by the state using the number of school-aged children in the town attending public schools and the real estate and income wealth within each town. In the FY24 budget, the minimum required contribution increased to \$14,991,331 for Harwich and \$4,566,662 for Chatham, a 10% increase and a 6.4% increase respectively.
- The **elementary school operating budgets**: each town is assessed 100% of the costs of the elementary school in that town. In the FY24 budget, this was \$8,109,663 for the Harwich Elementary School and \$3,441,198 for the Chatham Elementary School.
- The **district, middle school, and high school operating budget** is split between the two towns based on each town's share of the total foundation enrollment in grades 5-12. In the FY23 budget, this was 76.4%% for Harwich and 23.6% for Chatham.
- The **general fund revenue and state aid** in FY24 was \$5,151,048, an increase of 4.4% from FY23. This revenue is assigned to offset each of the three operating budgets (the Harwich Elementary School budget, the Chatham Elementary School budget, and the Middle/High/District budget) based on the share of foundation enrollment, in the FY24 budget this was 66.9% for the Middle/High/District budget, 25.5% for the Harwich Elementary School budget, and 7.7% for the Chatham Elementary School budget.
- The **transportation budget** is assessed to each town based on the number of Harwich and Chatham resident students that attend Monomoy schools, 76.46% and 23.54 respectively.
- The **district, middle school, and high school capital budget** is assessed to each town based on each town's share of the average foundation enrollment for the previous three years. In the FY24 budget, this was 76.56% for Harwich and 23.44% for Chatham.
- Finally, **the district, middle school, and high school debt budget** is assessed to each town's share of the average foundation enrollment in grades 5-12 for the three previous years.

The **foundation enrollment**, which plays a role in several of the calculations described above, includes all children residing in a town for which the town is financially responsible – these include children from

Harwich or Chatham attending a Monomoy School, another local school district through school choice, or a charter school. Children attending Cape Tech or private schools are not included in a district's foundation enrollment.

The FY24 Assessment for the Town of Chatham (including debt) was \$9,710,449, a 3.71% increase from the prior fiscal year. The FY24 Assessment for the Town of Harwich (including debt) was \$28,469,466, a 4.28% increase from the prior fiscal year.

Monomoy's FY24 budget and assessment found mutual support from the selectmen and finance committees in both towns and was approved at both Town Meetings.

### **Capital, Extraordinary Maintenance, and Technology**

Since regionalization, the school district has maintained a five-year capital, maintenance, and technology plan, with the goal of ensuring that both the physical plants and technology infrastructure continually support learning and preserve the towns' facilities.

Significant projects that were completed in FY23 included the purchase of Multi-Functional School Activity Buses for use at the high school, the installation of touch screen monitors in classrooms at the high school, and the purchase of English Language Arts curriculum materials for use in the elementary schools.

In the FY24 budget, the district plans to undertake the following maintenance projects:

- Installation of additional external lighting at MRMS - \$60,000
- New facilities pickup truck - \$80,000
- Replace MRMS IT network switch - \$10,000
- MRMS Carpet Replacement - \$40,000
- Update of Public Announcement Systems at all four schools - \$180,000

### **Elementary and Secondary School Emergency Relief**

The American Rescue Plan Act of 2021 provided Elementary and Secondary School Emergency Relief Funds, known as ESSER Funds. These funds were allocated in three waves (ESSER I, ESSER II, and ESSER III) to help school districts combat the impact of COVID-19. Combined, the ESSER funds include over \$2.3 million in funding for the district.

Monomoy's plan for the use of these funds was focused on mitigating the long-term impact of the COVID crisis on the academic and social-emotional well-being of students. Although the federal government created the ESSER grants in part to assist districts with returning to in-person learning, Monomoy was largely able to keep students learning in-person without use



of ESSER monies, which has positioned the district to use these relief funds to help address three critical areas:

- Math and English Language Arts intervention to support students who may have fallen behind due to COVID,
- Mental health and behavioral supports for students, and
- Facility upgrades to reduce risk of infection among staff and students.

The district used ESSER I and II funds to pay for programs, including summer school to support those most academically impacted by COVID-19, hiring additional instructional interventionists, and improving the HVAC systems in school buildings.

The ESSER III funds, which will be available until September 2024, are helping to fund additional positions in the district including math and English teachers, guidance staff, and mental health professionals.

### **Enrollment & School Choice**

On October 1, 2023 (the FY24 school year), the Monomoy Regional School District enrollment was 1,763 students, a decrease of 18 students since October 1, 2022 (FY23). Of these students, 1,746 were attending Monomoy's schools "in-district," a decrease of 23 from FY23.

Monomoy continues to be one of the few school districts on the Cape that brings in more school choice tuition than it sends out to other districts. Based on October 2023 school choice enrollments, the district received 241 students through the school choice program, and with those students, the district estimated that it would receive approximately \$1,413,000 in tuition. The district concurrently is due to pay out around \$700,000 in school choice tuition for Chatham and Harwich children attending school in other districts.

### **Administrative Changes in Central Office and the Schools**

In June, Dr. Marc Smith, Monomoy's Director of Curriculum, Instruction, and Assessment for the past 5 years, was selected as Dennis-Yarmouth Regional School District's next Superintendent. Dr. Robin Millen was selected to fill the vacancy left by Dr. Smith's departure. Dr. Millen had been serving since 2021 as Nauset Regional School District's Director of Curriculum, Instruction, and Assessment. Prior to that role, she was Principal of Chatham Elementary School from 2015 through 2021.

After serving for 11 years in a variety of administrative roles for the district, including being the Principal of Monomoy Regional Middle School from 2020-2023, Adam O'Shea left Monomoy to pursue an administrative position elsewhere. Monomoy Regional Middle School's esteemed Assistant Principal for the past 3 years, Dr. Abigail Dudley, was selected to be the



next Principal of the middle school. The Assistant Principal vacancy created by her promotion was filled by Sean Dutch, who had previously worked in special programs at Brockton High School while working towards his doctorate in school administration.

Elsewhere, at the high school, Assistant Principal Jeff Sylvia moved on from the district and was replaced by Annmarie Rita. Rita had previously been a mathematics teacher and Department Head at Dennis-Yarmouth Regional High School.

### **The Addition of Humanities and STEM Curriculum Directors for Grades 5-12**

Since forming as a regional school district, Monomoy has had the leanest administration on the Cape when comparing the number of full-time equivalents (FTE) responsible for the oversight of curriculum and instruction. While student outcomes have been higher than state averages on the MCAS assessments, both administrators and the School Committee have been concerned that student outcomes remained stagnant and the district was not making headway in significantly exceeding state averages.

Conversations had been in the works for several years that a single Director of Curriculum, Instruction, and Assessment, with the principals, was not sufficient to support curriculum content and teaching at all grade levels. The decision was made to add a Humanities Grades 5-12 Curriculum Director and a Science, Technology, Engineering, and Math Grades 5-12 Curriculum Director to the FY24 Budget, freeing the Director of Curriculum, Instruction, and Assessment to focus more on the teaching and learning at the elementary level. Even with the addition of two Grades 5-12 Curriculum Directors, Monomoy still remains the district with the leanest administration on Cape Cod.

Lindsey Parker was hired as the Curriculum Director for Humanities, Grades 5-12. Ann Marie Varella was hired as the Curriculum Director for STEM, Grades 5-12. The two are now leading and supporting teachers in the development and implementation of an experiential and innovative approach to curriculum, instruction, and assessment. With the Director of Curriculum, Instruction, and Assessment, they are working with teachers to ensure the curriculum is aligned both vertically and horizontally and that best practices are in use throughout Monomoy's classrooms.

### **Staff Retirements**

During the 2023 calendar year, Monomoy bid farewell to a number of retiring educators from the district. Combined, this group dedicated 267 years of service to the children of Harwich and Chatham. We appreciate and honor the service of each:

- Catherine Azzone, Instructional Assistant at Monomoy Regional Middle School - 1 year
- Jim Birchfield, Director of Instructional Technology - 21 years
- Mary Ann Bragdon, Math Interventionist at Harwich Elementary School - 28 Years
- Matthew Brown, Social Studies Teacher at Monomoy Regional High School - 14 years
- Janet Ferro, Administrative Assistant at Monomoy Regional High School - 8 years
- Michelle Fisler, Teacher at Harwich Elementary School - 20 years
- Theresa Kaplan, SPED Instructional Assistant at Monomoy Regional High School - 22 years
- Lesley Maker, Food Service - 25 years
- Jill Malinowski, School Counselor at Harwich Elementary School - 16 years
- Cathy Malone, Special Education Assistant at Harwich Elementary School - 22 years
- Gordon Napier, Band and Music Teacher at Monomoy Regional Middle School - 20 years
- AnnMarie Reed, Math Teacher at Monomoy Regional Middle School - 17 years
- Susan Rusch, Teacher at Harwich Elementary School - 20 years
- Leslie Simmons, Teacher - Harwich Elementary School - 33 Years

### **Monomoy Athletics**

The 2023 calendar year was a history-making year for Monomoy Athletics. Monomoy's teams were competitive in the Cape and Islands League, with some league championships won, a vast majority of our teams made post-season tournament play and two teams made the State Finals in their respective sports. Monomoy Athletics continues to be one of the winningest programs in the state in Division 4 athletics.

Monomoy's winter sports teams found the Boys Varsity Basketball team having another good year competing in the Cape and Islands League Maritime Division. The team was led by league all-stars Jackson Rocco, Finn Hyora, and Jackson Mournau. The Girls Varsity basketball team were Champions of the Cape and Islands League Maritime Division. They also qualified for the Division 4 Statewide Tournament. The girls were led by league all-stars Melissa Velasquez, Helen DiGiovanni, Lucy Mawn and Kiki Pigo-Cronin. Cheer finished second in the Cape and Islands League and competed at South Regionals. Boys Varsity Ice Hockey continued their co-op with Mashpee with a young team. The team was led by Cape and Islands League all-stars Dominic Tsoukalas and Casey Huse. Girls Varsity Ice Hockey continued their co-op with Nauset and Cape Tech. They were led by Cape and Islands League all-star Gabby Bassett.

The spring season saw much success. The Varsity Softball team earned their first Cape and Islands Atlantic Division Championship. They also qualified for the Division 4 Statewide Tournament. They were led by Cape and Islands League All Stars Lilly Furman, Willa Leighton, and League MVP AJ Gates. The Varsity Baseball team won The Cape and Islands League Lighthouse Division Championship, the Cape and Islands League Team Sportsmanship Award, and qualified for the Division 4 Statewide tournament. The team was led by Cape and Islands League all-stars Finn Hyora, Jack Reid, Casey Huse, Andrew Clifford, and Chace Robbins. Varsity Boys Lacrosse won the Cape and Islands League Lighthouse Division Team Sportsmanship Award and qualified for the Division 4 Statewide Tournament led by Cape and Islands League all-stars Tamer Khalil, Max Barrett, Braeden Darling, Jordan Charlot, Christian Whittle, and Jake Giorgio. Varsity Girls Lacrosse were Co-Champions of the Cape and Islands League Lighthouse Division for the first time in school history and qualified for the D4 Statewide Tournament. They were led by Cape and Islands League All Stars Karah Deveau, Victoria Letendre, Ileana Babes-Deel, Paige Nash, and Cape and Islands League Lighthouse Division MVP Lucy Mawn. Varsity Boys Tennis won the Cape and Islands League Lighthouse Division Team Sportsmanship Award and qualified for the D4 Statewide Tournament. They were led by Cape and Islands League All Stars Ryan Casey and Gavin McDonnell. Varsity Girls Tennis qualified for the Division 4 Statewide Tournament led by Cape and Islands League all-stars Christie Beckley, Jocelyn White, Cassidy Parker, Alyson Morris, Sarah Poskanzer, and Lilly Gould. The Varsity Girls Track team had a great season led by Cape and Islands League All Star Rhiannon Vos. The Varsity Boys Track team also had a great season led by Cape and Islands League all-stars Alique Brown, Gareth Vos, and Jed Zimmerman. Alique Brown took home a State Championship in the 800 meter in his division. Unified Track was excited to get back out on the track and to find their own successes. The Varsity Girls Golf team had another successful season competing in the South Sectional tournament led by Cape and Islands League All Stars Ava Packett and Yu Ying Zou. Sailing had another successful year on the water competing in the Cape and Islands League led by Cape and Islands League All Star Abigail Considine.

We continued our tradition by naming two senior Scholar Athletes of the Year at graduation. The 2023 Scholar Athletes of the Year were Melissa Velasquez and Jack Yuskaitis.

The fall teams kicked off the new school year with a bang. The Varsity Field Hockey team won the Cape and Islands League Atlantic Division, advanced to the Division 4 Final Four in the Statewide Tournament for the third consecutive year as well as beating Manchester Essex 2-1 to advance to the Division 4 State Finals for the first time in school history.

They were led by Cape and Islands League all-stars Susannah Brown, Emily Layton, Emery Cappallo, Samantha Clarke, and Kate Huse. The Varsity Boys Soccer team finished 2nd in the Cape and Islands League Lighthouse Division, qualified for the Division 4 Statewide Tournament, and advanced to the Division 4 Final Four for the first time in school history by knocking off the number 1 seed, as well as winning their semifinal game to advance to the State Finals for the first time in school history. The team was led by Cape and Islands League all-stars Finn Hyora, Tate Laramee, Noah Metters, Seamus St. Pierre, Paul Carlson, and Cape and Islands League Lighthouse Division MVP Ryan Laramee. Varsity Girls Soccer qualified for the Division 4 Statewide Tournament hosting a round of 32 game. They were led by Cape and Islands League all-stars Karlee Monteiro, Ciara Terry, Karah Deveau, Kiki Pigo-Cronin, and Fiona Moore. Varsity Boys and Girls Cross Country both had great seasons led by Cape and Islands League all-stars Gareth Vos, Chatham Gillis, Quinn Muldoon, Laura Stone, and Remi Schreiner. Gareth Vos qualified for and competed in the Statewide Cross Country Meet. Varsity Boys Golf qualified for the Division 3 South Sectional Tournament led by Cape and Islands League all-stars Jackson Rocco, Casey Huse, and Christian Whittle. Football competed in the Cape and Islands Lighthouse Division again after being independent the last year. They were led by Cape and Islands League all-stars Sean Needham, Quinn Connors, Dillon Chapman, Jake Giorgio, Jack McCarty, and Max Furman. Cheer qualified for regionals. Unified Basketball continued its success this year by participating in a postseason Jamboree at Dennis Yarmouth High School. Varsity Girls Volleyball competed in the Cape and Islands League Lighthouse Division as a Varsity sport for the first time in school history winning the Team Sportsmanship Award, led by Cape and Islands League All-Star Amalia Decastro.

### **Strategically Moving Forward**

During fall 2023, Monomoy began the process of developing the next Strategic Plan to guide the work of the school district over the upcoming three years. The next Strategic Plan will involve a focus on implementing the Portrait of the Graduate in addition to focusing on other areas of leverage that will improve student achievement and outcomes. The new Strategic Plan will be created by a development team comprised of parents, community members, teachers, administrators, and School Committee members, and will be presented to the School Committee in the spring of 2024 for adoption.

Proud to be a Shark,

Dr. Scott Carpenter, Superintendent

# FINANCE

## *Report of the* **Board of Assessors**

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The Board of Assessors continues to meet our primary legal responsibility in assuring a fair assessment of all property in the Town of Harwich in a professional manner so that tax revenues may be generated timely.

The Town of Harwich utilizes a quarterly tax billing system. At a publicly held and publicized meeting, the Board of Assessors recommended to the Board of Selectmen that Real Property be taxed at a single tax rate which was set at \$6.03 per \$1,000 valuation for FY 2024, a decrease from the FY 2023 tax rate of \$6.64. Total value of real property in Harwich is over \$9 Billion. Values are up an average of over 25% over the previous year.

The ever changing and increasing real estate market continues to impact the value of the Town. The market had been on appreciating trend, and is indicated that it will continue for third and fourth quarter. Real estate markets are cyclical and the Department of Revenue requires the Assessor Office to inspect approximately 10% or up to 1200 properties each year to verify appropriate assessing data. The 2024 assessed values are product of sales that occurred in 2022 and are a benchmark as of January 1st of each year. Taxpayers may review their property record card by visiting the Assessor's Office at Town Hall or online at [www.harwich-ma.gov](http://www.harwich-ma.gov).

The Board oversees and approves a number of programs which are available for our seniors, veterans, spouses of veterans, sight impaired citizens and those who may need assistance in meeting their tax obligations. The Town also has many programs available through exemptions and deferrals which allow residents to put off paying their taxes as well. Please visit the Assessor's Office for more information.

The Board of Assessors submitted articles to the 2020 Town Meeting which the taxpayers authorized a new tax credit, one that is aimed at those having trouble meeting their tax burdens who are under the age of 60. There are a number of programs which meet the needs of our older adults, but there are no direct programs for those under the age of 60. This home rule petition has been submitted to the Legislature for filing and the first

hearing at the State House was held in July. Town Meeting also authorized a reduction in the simple interest rate in the Town's Tax Deferral Program lowering the rate from 8% to 5% for eligible taxpayers. This program is an excellent opportunity for Harwich's Seniors who qualify to defer their taxes if needed.

We thank our staff for their continued assistance in meeting our goals of fair assessments and timely issuance of tax bills to the community.

**FISCAL YEAR 2024**

The taxable value of all real and personal property assessed:	\$ 9,511,671,550.00
Total amount to be raised:	\$ 90,418,072.20
Total estimated receipts and revenue:	\$ 33,062,692.75
Net amount to be raised by taxation of real and personal property:	\$ 57,355,379.45
Tax rate for each \$1000 value assessed:	\$ 6.03
Total number of tax bills:	16,007

**MOTOR VEHICLE EXCISE ISSUED IN FISCAL YEAR 2023**

18,555 -Bills were issued with a valuation of:	\$ 120,949,997.12
-Amount of tax:	\$ 2,612,975,.30
507 -Abatements were issued in the amount of:	\$ 56,807.03

**BOAT EXCISE ISSUED IN FISCAL YEAR 2023**

1,396 -Bills were issued with a valuation of:	\$ 6,966,700.00
-Amount of tax:	\$ 65,521.30
133 Abatements were issued in the amount of:	\$ 6,679.84

Respectfully submitted,

Richard J. Waystack, *Chairman*  
Bruce W. Nightingale  
Jay Kavanaugh

## *Report of the* **Finance Committee**

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Massachusetts General Municipal Law Chapter 39 Section 6 states that every town, whose valuation for the purpose of apportioning the state tax exceeds \$1 million shall establish by appointment or election a Finance Committee. The Town of Harwich has a finance committee of 9 members appointed by the Town Moderator. Members are volunteers and serve for 3 year terms. Committee members may not serve more than 3 consecutive terms. Chapter 9 of the Town Charter specifies the duties and responsibilities of the committee . Members may not simultaneously serve on any other Town committee except for the 2 members chosen to serve on the Capital Outlay Committee .

Immediately after the May 2023 Annual Town Meeting Karen Doucette & Angelo LaMantia stepped down from the Finance Committee . We thank them for their service on behalf of the citizens of Harwich . As of this report we have 2 open positions on the committee.

The primary responsibility of the Finance Committee is to review and offer opinions on the proposed Town operating budget, analyze its potential financial impact, and present recommendations to Harwich residents at Town Meeting on the budget and warrant article being considered that require a vote by the Town Meeting participants and the voters of Harwich .

During the course of a typical year the Finance Committee engages in the following activities:

1. Reviews the proposed Town Operating Budget and conducts at least one budget hearing to solicit comments / feedback on the proposed spending plan.
2. Reviews and makes recommendations on reports of Town fiscal operations.
3. Act ofnbudget transfer requests that are proposed during the course of the year.
4. Conduct a joint meeting with the Select Board to review the Capital Outlay Plan annually and provide recommendations as appropriate .
5. Work with the Select Board on matters involving town finances.
6. Annually reviews the Town's debt schedule.
7. Administer the Finance Committee Reserve Fund

In Harwich the Town Administrator, with direction from the Select Board, develops the annual town operating budget. The Finance Committee's role is to review the budget and make its own recommendations for consideration at the Annual Town Meeting. In addition the Finance Committee reviews warrant articles associated with any and all town meetings and makes recommendations on each article.

The process for developing the Operating Budget is as follows:

- On or before the 1st of October the Town Administrator presents the Select Board with the current financial assessment of the town including estimates of revenues for the coming year .
- On or before the first Tuesday in October the Select Board issues a general policy statement to guide the Town Administrator in the development of the budget.
- By the first Friday in November requests in support of the budget shall be received by the Town Administrator.
- On or before the second Tuesday in January the Town Administrator shall submit to the Selectmen a comprehensive operating budget and a budget message .
- The Select Board and Finance Committee shall meet jointly and/or severally in budget hearings as necessary to adequately review the proposed budget.
- On or before the first Tuesday in March the Select Board submits an operating budget to the Finance Committee which has been approved by the Select Board.
- The Finance Committee shall conduct at least one public hearing on the proposed budget and by March 31 shall submit its written recommendations on the operating budget and on all articles to appear in the warrant.

For 2023 Mark Kelleher and Dan Tworek served as the FinCom representatives to the Capital Outlay Committee . In addition the FinCom appointed liaisons to all major departments & committees with significant budget responsibilities .

The Finance Committee Reserve Fund is in place to address unplanned town emergencies. The current Reserve Fund balance is \$50,000 since no requests have been received in 2023 .



The Finance Committee recognizes and appreciates the efforts of Judith Molsted our secretary for keeping accurate and timely minutes of our proceedings .

We thank the Select Board, Joe Powers our Town Administrator and staff for their support and collaboration throughout the year .

Respectfully submitted:

Peter Hughes – *Chair*  
Bob MacCready – *Vice Chair*  
Mark Kelleher – *Clerk*  
Mark Ameres  
Dan DeCosta  
Michele Gallucci  
Dan Tworek

# *Report of the* **Finance Division**

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To the Honorable Select Board and Citizens of the Town of Harwich

It is the mission of the Finance Department to facilitate the exchange of accurate financial information to all members of the public, Town departments, and boards and commissions, to safeguard the financial interests of the Town of Harwich, to uphold effective budgeting and budgetary controls, and to preserve internal controls, while maintaining a high level of compliance with all pertinent Federal, State and Local rules and regulations, generally accepted accounting procedures, and Governmental Accounting Standards.

The Finance Department provides accounting, purchasing, payroll, billing, collection, debt management and cash management services for Town of Harwich departments. Additionally, it provides support services to the Town Administrator for the preparation of the annual operating budget and the capital improvement plan and provides financial services for various elected and appointed boards and commissions.

The following pages include abbreviated financial statements for the Town of Harwich for the year ending June 30, 2023.

I would like to extend my appreciation to the Select Board, Town Administrator, Assessor and Treasurer/Collector's office for their combined efforts and support during my first months as Finance Director. In addition, I would like to extend my gratitude to the departments of the town for their essential support and helpfulness in assisting with this transition. I would especially like to thank my assistants Megan Green and Crystal Norgeot for their hard work and support.

Sincerely,

Kathleen Barrette  
*Finance Director/Town Accountant*  
*Town of Harwich*

Job Title	FY 2021	FY 2022	FY 2023	Change
Administrative Assistant	1.0	1.0	1.0	-
Assistant Assessor	1.0	1.0	1.0	-
Assistant Treasurer/Collector	1.0	1.0	1.0	-
Assistant Town Accountant	1.0	1.0	1.0	-
Assessing Director	1.0	1.0	1.0	-
Executive Assistant	2.0	2.0	2.0	-
Executive Assistant to the Finance Director	1.0	1.0	1.0	-
Finance Director	1.0	1.0	1.0	-
Seasonal - Customer Service	0.1	0.1	0.1	-
Treasurer/Collector	1.0	1.0	1.0	-
Full-time Equivalent Employees	10.1	10.1	10.1	-

### **Finance Department**

The Finance Department consists of all accounting and budgeting functions. It is responsible for oversight of all financial transactions of the town including special revenue, enterprise, trust and agency funds. The division interacts with all departments as well as many outside organizations, including Federal and State granting agencies, the State Department of Revenue, vendors, auditors and the public. The division also provides support to numerous committees and boards.

### **Treasury/Collection Department**

The Treasury Department is responsible for the town's payroll processing, management of cash and debt activity and the town's tax title accounts. The Department oversees all tax bill processing, and the collection of all taxes, water user fees and beach and transfer station sales. Property taxes and water utility charges are billed on a quarterly basis. Motor vehicle excise taxes are billed when tax commitments are received from the RMV; typically 7 or 8 times per calendar year. The Department also issues annual boat excise tax. Additionally, the Treasury Department receives and records all cash and check payments collected by other Town Departments. The Department is the main intake point for new/rehired employees; distributing/collecting necessary employment paperwork, software entry of employee information, and benefits administration.

### **Assessing Department**

The Assessing Department provides services in the area of property valuation, property listing, and customer service. The Assessing Department is responsible for determining tax base growth, assessing property valuation, and setting the tax rate. They prepare and maintain current data on each parcel assessed, including maps of boundaries, inventories of land and structures, property characteristics and legal ownership. As well as, the

processing of motor vehicle and boat excises, abatements, exemptions, and public record requests. Property valuation is a process which the Assessors must value all real and personal property within their communities as of January 1 of each year. Assessed valuations are based on “fair market value”, the amount a willing buyer would pay a willing seller on the open market. Tax base growth encompasses field investigation of building permit applications to capture new homes, additions, and real improvements to all property types. The Department of Revenue (DOR) reviews a community’s values every year and certifies they reflect current fair market value.

### Finance Department

<b>Workload Indicators</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Actual</b>
Vendor Invoices Processed	13315	13029	11767
General Ledger Accounts Maintained	15794	15981	16170
General Journal Transactions Processed	4167	4074	4536

### Treasury Department

<b>Workload Indicators</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Actual</b>
Vendor Checks/Wires Processed	6455	5618	5620
Payroll Checks Processed	521	390	482
Direct Deposits	14620	14568	14647

<b>Performance Measures</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Actual</b>
Percentage of the net property tax levy collected in the fiscal year levied	99.40%	97.62%	92.89%
Percentage of the new property tax levy collected to date including the amounts collected subsequent to the fiscal year levied	99.70%	98.58%	94.19%

### Assessing Department

<b>Performance Measures</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Actual</b>
Total Properties Assessed	11382	11384	11373
Number of RE Abatements Filed	16	17	26
% of Properties Filing Abatements	0.14%	0.15%	0.23%
Number of Abatements Granted	3	8	13
Average Abatement Dollar per Appeal	\$1,065.62	\$1,021.50	\$1,068.02
Total Tax Dollar Value for Appeals Granted*	\$3,196.85	\$8,172.03	\$13,884.25
Percentage of FY Tax Levy for Appelas Granted	0.01%	0.02%	0.03%
<b>Workload Indicators</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Actual</b>
Appellate Tax Board Appeals Settled	2	4	0
Exemptions Processed	257	247	266
RE/PP Abatements Processed	26	26	44
MVE Abatements Processed	554	538	504
Building Permits Inspected	1823	1288	1146
Re-listing Inspections	1833	1390	1190
Property Transfers (Deeds) Processed	999	837	801

\*Includes CPA

<b>TOWN OPERATING REVENUE FY 21-23</b>	<b>Actual FY2021</b>	<b>Actual FY2022</b>	<b>Actual FY2023</b>
<b>Real Estate &amp; Personal Property Taxes</b>	<b>\$53,357,522</b>	<b>\$53,790,016</b>	<b>\$54,038,588</b>
Local Receipts:			
Excise Tax	2,486,432	2,612,207	2,571,018
Hotel/Rooms & Meals	1,458,237	2,247,482	1,567,694
Hotel/Rooms for Special Purpose Stabilization			919,639
Ambulance	1,789,175	1,694,360	2,054,621
Waste Disposal	3,845,847	4,209,208	3,764,700
Beach, Recreation & Youth	455,499	441,470	452,012
Harbors & Landings	1,206,735	1,415,624	1,362,095
Golf Operations	2,168,649	2,248,068	2,264,197
Other Local Receipts	2,342,579	2,446,509	3,039,460
<b>Total Local Receipts</b>	<b>15,753,153</b>	<b>17,314,928</b>	<b>17,995,436</b>
<b>State Aid:</b>			
Cherry Sheet	636,757	817,912	823,781
<b>Other:</b>			
Free Cash	353,943	917,362	-
Stabilization Fund	574,171	-	-
Overlay Surplus	200,000	200,000	200,000
Harbor Capital Improvement	0	0	0
Cable Fund (Comcast)	210,107	210,107	190,869
Septic Loan	17,171	6,121	0
Water Enterprise Indirect Costs	730,290	727,304	759,278
Sewer Enterprise Indirect Costs	0	31,446	31,687
FEMA	13,855	13,855	0
Road Betterments	51,100	55,166	32,210
Allan Harbor Betterments	98,508	0	31,815
Golf Infrastructure Revitalization Fund	108,200	0	0
Golf Improvement Fund	100,000	104,950	101,700
SAQ Mooring	50,000	0	0
SAQ Waterways	50,000	0	0
CPA Funds (Land Bank)	341,750	233,050	221,525
Town Clerk State Aid	12,000	0	0
<b>Total Revenue</b>	<b>\$72,660,671</b>	<b>\$74,422,217</b>	<b>\$74,426,889</b>

**TOWN OPERATION EXPENDITURES FY 21 - 23**

	<b>Actual FY2021</b>	<b>Actual FY2022</b>	<b>Actual FY2023</b>
1 MODERATOR S&W	-	-	-
2 SELECTMEN S&W	11,600	11,400	11,800
3 SELECTMEN - EXP	29,211	4,225	7,692
4 <b>Sub-Total</b>	<b>40,811</b>	<b>15,625</b>	<b>19,492</b>
5 FINANCE COMMITTEE S&W	-	-	1,165
6 FINANCE COMMITTEE - EXP	268	888	1,002
7 <b>Sub-Total</b>	<b>268</b>	<b>888</b>	<b>2,167</b>
8 FINANCE COMMITTEE RESERVE FUND	-	-	-
9 TOWN ACCOUNTANT - SAL	280,757	269,397	264,375
10 TOWN ACCOUNTANT - EXP	3,409	8,757	42,122
11 AUDIT - EXP	40,000	40,000	40,000
12 <b>Sub-Total</b>	<b>324,166</b>	<b>318,154</b>	<b>346,497</b>
13 ASSESSORS - S&W	169,527	168,062	117,434
14 ASSESSORS - EXP	90,976	115,600	218,436
15 <b>Sub-Total</b>	<b>260,503</b>	<b>283,662</b>	<b>335,869</b>
16 TOWN COLLECTIONS - S&W	8,161	9,460	11,892
17 TOWN COLLECTIONS - EXP	4,578	5,060	7,742
18 <b>Sub-Total</b>	<b>12,739</b>	<b>14,520</b>	<b>19,634</b>
19 POSTAGE	59,265	41,921	50,662
20 <b>Sub-Total</b>	<b>59,265</b>	<b>41,921</b>	<b>50,662</b>
21 TREASURER - S&W	284,513	287,520	290,467
22 TREASURER - EXP	81,981	99,093	77,439
23 <b>Sub-Total</b>	<b>366,494</b>	<b>386,613</b>	<b>367,906</b>
24 VACATION & SICK LEAVE BUY BACK	54,805	78,671	78,671
25 MEDICARE	250,769	256,746	256,746
26 ADMINISTRATION - S&W	348,401	396,135	527,838
27 ADMINISTRATION - EXP	65,974	117,995	92,677
28 ADMINISTRATION - CAP OUTLAY	4,550	1,522	-
29 WEATHER EVENT	-	-	-
30 <b>Sub-Total</b>	<b>418,925</b>	<b>515,651</b>	<b>620,516</b>
32 LEGAL SERVICES - EXP	157,016	193,633	236,612

33	CLAIMS & SUITS	-	-	-
34	<b>Sub-Total</b>	<b>157,016</b>	<b>193,633</b>	<b>236,612</b>
35	INFORMATION TECHNOLOGY - S&W	110,748	79,509	75,866
36	INFORMATION TECHNOLOGY - EXP	<u>240,677</u>	<u>253,651</u>	<u>380,349</u>
37	<b>Sub-Total</b>	<b>351,426</b>	<b>333,160</b>	<b>456,215</b>
38	IT CHANNEL 18 - S&W	134,278	143,040	161,327
39	IT CHANNEL 18 - EXP	<u>29,952</u>	<u>27,193</u>	<u>32,622</u>
40	<b>Sub-Total</b>	<b>164,230</b>	<b>170,233</b>	<b>193,950</b>
41	CONSTABLE S & W	563	375	375
42	TOWN CLERK - S&W	267,340	278,927	230,151
43	TOWN CLERK - EXP	<u>52,256</u>	<u>40,983</u>	<u>60,069</u>
44	<b>Sub-Total</b>	<b>319,596</b>	<b>319,910</b>	<b>290,220</b>
45	CONSERVATION - S&W	162,999	153,334	163,192
46	CONSERVATION - EXP	<u>4,833</u>	<u>5,059</u>	<u>6,443</u>
47	<b>Sub-Total</b>	<b>167,832</b>	<b>158,393</b>	<b>169,635</b>
48	TOWN PLANNER - S&W	63,545	132,002	124,169
49	TOWN PLANNER - EXP	<u>1,275</u>	<u>2,442</u>	<u>6,839</u>
50	<b>Sub-Total</b>	<b>64,820</b>	<b>134,445</b>	<b>131,008</b>
51	BOARD OF APPEALS - S&W	-	-	1,373
52	BOARD OF APPEALS - EXP	<u>-</u>	<u>-</u>	<u>-</u>
53	<b>Sub-Total</b>	<b>-</b>	<b>-</b>	<b>1,373</b>
54	ALBRO HOUSE - EXP	2,076	2,814	2,855
55	OLD RECR BUILDING - EXP	3,457	4,239	4,916
56	W. HARWICH SCHOOL - EXP	<u>396</u>	<u>402</u>	<u>414</u>
57	<b>Sub-Total</b>	<b>5,929</b>	<b>7,455</b>	<b>8,184</b>
58	COMMUNITY DEVELOPMENT - S&W	211,492	5,053	-
59	COMMUNITY DEVELOPMENT - EXP	<u>8,218</u>	<u>11,032</u>	<u>5,053</u>
60	<b>Sub-Total</b>	<b>219,710</b>	<b>16,086</b>	<b>5,053</b>
61	PUBLIC BUILDINGS REPAIRS	-	-	-
62	TOWN/FIN COM REPORTS	1,540	-	10,086
63	ADVERTISING	27,138	-	21,954
65	TELEPHONE	-	-	-



64	POLICE - S&W	3,824,384	4,029,745	4,205,151
65	POLICE - EXP	316,691	336,392	410,505
66	POLICE - CAP OUTLAY	<u>(45,927)</u>	<u>95,966</u>	<u>-</u>
67	<b>Sub-Total</b>	<b>4,095,148</b>	<b>4,462,103</b>	<b>4,615,656</b>
68	FIRE - S&W	3,906,676	4,247,144	4,448,110
69	FIRE - EXP	<u>364,589</u>	<u>497,698</u>	<u>572,884</u>
70	FIRE - CAP OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>
71	<b>Sub-Total</b>	<b>4,271,265</b>	<b>4,744,842</b>	<b>5,020,994</b>
72	AMBULANCE - S&W	100,343	-	-
73	EMS - EXP	<u>123,874</u>	<u>-</u>	<u>-</u>
74	<b>Sub-Total</b>	<b>224,217</b>	<b>-</b>	<b>-</b>
75	BUILDING - S&W	301,442	467,667	463,222
76	BUILDING - EXP	<u>15,851</u>	<u>19,737</u>	<u>11,746</u>
77	<b>Sub-Total</b>	<b>317,293</b>	<b>487,404</b>	<b>474,968</b>
78	EMERG. MGMT - S&W	637	5,810	-
79	EMERG. MGMT - EXP	<u>1,974</u>	<u>3,176</u>	<u>5,000</u>
80	<b>Sub-Total</b>	<b>2,611</b>	<b>8,987</b>	<b>5,000</b>
81	ANIMAL CONTROL	<i>Budget</i>	<i>Budget</i>	<i>Budget</i>
83	NATURAL RESOURCES - S&W	113,474	14,867	121,474
84	NATURAL RESOURCES - EXP	<u>12,108</u>	<u>25,394</u>	<u>27,089</u>
85	<b>Sub-Total</b>	<b>125,583</b>	<b>40,262</b>	<b>148,563</b>
86	PLEASANT BAY ALLIANCE	23,760	23,760	25,232
87	MIDDLE SCHOOL BLDG.	-	-	-
88	TOWN ENGINEER - S&W	119,404	-	-
89	TOWN ENGINEER - EXP	<u>46,762</u>	<u>41,420</u>	<u>53,529</u>
90	<b>Sub-Total</b>	<b>166,166</b>	<b>41,420</b>	<b>53,529</b>
91	HIGHWAY - S&W	2,642,033	2,734,435	2,859,334
92	HIGHWAY - EXP	<u>3,352,557</u>	<u>3,590,599</u>	<u>3,656,567</u>
93	<b>Sub-Total</b>	<b>5,994,589</b>	<b>6,325,035</b>	<b>6,515,901</b>
94	SNOW/ICE - S&W	93,372	110,215	31,855
95	SNOW/ICE - EXP	<u>211,695</u>	<u>293,332</u>	<u>97,609</u>
96	<b>Sub-Total</b>	<b>305,067</b>	<b>403,547</b>	<b>129,464</b>
97	STREET LIGHTS	24,504	24,165	21,829

98	INTERGOVERNMENTAL TRANS - WW	-	-	-
99	COUNTY WW SUPPORT FUND	-	-	-
100	CEMETERY ADMIN - S&W	71,084	71,434	79,277
101	CEMETERY ADMIN - EXP	3,428	4,470	5,018
102	<b>Sub-Total</b>	<b>74,512</b>	<b>75,904</b>	<b>84,294</b>
103	BOARD OF HEALTH - S&W	160,145	214,553	262,760
104	BOARD OF HEALTH - EXP	5,851	10,320	16,588
105	<b>Sub-Total</b>	<b>165,996</b>	<b>224,873</b>	<b>279,348</b>
106	COMMUNITY CENTER S&W	190,465	196,209	215,232
107	COMMUNITY CENTER EXP	97,068	120,329	114,677
108	<b>Sub-Total</b>	<b>287,533</b>	<b>316,538</b>	<b>329,909</b>
109	COUNCIL ON AGING - S&W	351,333	378,466	394,209
110	COUNCIL ON AGING - EXP	22,392	64,793	107,709
111	<b>Sub-Total</b>	<b>373,725</b>	<b>443,259</b>	<b>501,918</b>
112	YOUTH COUNSELOR - S&W	96,254	96,854	140,584
113	YOUTH COUNSELOR - EXP	3,243	3,100	2,879
114	<b>Sub-Total</b>	<b>99,497</b>	<b>99,954</b>	<b>143,463</b>
115	VETERANS EXPENSE/BENEFITS	120,138	115,546	130,479
116	DISABILTY RIGHT - EXP	-	-	-
117	HUMAN SERVICES	75,900	81,193	81,811
118	LIBRARY - S&W	703,073	720,611	740,970
119	LIBRARY - EXP	262,677	271,021	278,629
120	<b>Sub-Total</b>	<b>965,750</b>	<b>991,631</b>	<b>1,019,599</b>
121	RECREATION - SEASONAL - S&W	223,664	224,274	229,541
122	RECREATION - S&W	246,770	261,061	282,251
123	RECREATION - EXP	41,608	43,577	44,557
124	RECREATION - CAP OUTLAY	-	-	-
125	<b>Sub-Total</b>	<b>512,041</b>	<b>528,912</b>	<b>556,349</b>
126	HARBORMASTER -S&W	310,483	338,883	369,169
127	HARBORMASTER - EXP	115,214	329,589	170,078
128	<b>Sub-Total</b>	<b>425,697</b>	<b>668,472</b>	<b>539,248</b>
129	BROOKS ACAD MUSEUM COMMISSION	9,833	15,080	6,926
130	HISTORICAL COMMISSION	-	-	519

131	HISTORICAL COMMISSION	-	-	-
132	<b>Sub-Total</b>	-	-	<b>519</b>
133	CELEBRATIONS	-	-	-
134	GOLF - S&W	928,704	955,037	951,854
135	GOLF - EXP	671,367	622,509	661,698
136	GOLF CAP OUTLAY	44,314	64,190	37,706
137	<b>Sub-Total</b>	<b>1,644,385</b>	<b>1,641,737</b>	<b>1,651,258</b>
138	GOLF IMA MRSD	29,383	31,741	46,499
139	ELECTRICITY - CVEC	70,744	66,759	46,339
140	INTERFUND TRANSFERS	574,365	515,331	515,331
141	<b>Total Departmental Budgets</b>	<b>24,248,246</b>	<b>24,674,971</b>	<b>25,623,289</b>
142	<b>Total Debt Service (Prin &amp; Int)</b>	<b>4,461,774</b>	<b>3,927,809</b>	<b>3,927,809</b>
143	STATE ASSESSMENTS	300,868	314,844	322,102
144	BARNs CTY RETIREMENT	3,144,894	3,242,673	3,504,895
145	CAPE COD COMMISSION ASSESSMENT	239,906	253,720	260,304
146	BARNSTABLE COUNTY ASSESSMENT	223,764	236,649	242,789
147	UNEMPLOYMENT COMPENSATION	6,518	7,400	41,238
148	GROUP HEALTH INSURANCE	4,525,043	4,556,585	4,772,836
149	OPEB	-	500,000	250,000
150	GENERAL INSURANCE	750,505	792,405	804,855
151	GENERAL INSURANCE DEDUCTIBLE	2,222	5,380	18,700
152	<b><u>TOTAL TOWN</u></b>	<b>37,903,740</b>	<b>38,512,436</b>	<b>39,768,817</b>
153	<b>OVERLAY (Abatements/Exemptions)</b>	<b>400,000</b>	<b>450,000</b>	<b>821,000</b>
154	<b>C C REGIONAL TECH HIGH</b>	<b>1,737,789</b>	<b>1,536,309</b>	<b>1,895,921</b>
155	<b>MONOMOY REG. SCH. DISTRICT</b>			
156	<b>TOTAL MRSD ASSESMENT</b>	<b>26,820,046</b>	<b>27,361,049</b>	<b>27,301,458</b>
157	<b>TOTAL</b>	<b>66,861,575</b>	<b>67,859,794</b>	<b>69,787,196</b>

**Massachusetts Department of Revenue, Division of Local Services**  
**Bureau of Accounts ~ Automated Statement of Indebtedness**

City/Town/District of: Harwich

**FY2023**

Long Term Debt Inside the Debt Limit	Outstanding July 1, 2022	+ New Debt Issued	- Retirements	Outstanding June 30, 2023	Interest Paid in FY2023
Buildings A	14,025,000	-	1,225,000	12,800,000	597,575
Departmental Equipment B	811,700	-	46,700	765,000	36,554
School Buildings C	-	-	-	-	-
School - All Other D	-	-	-	-	-
Sewer E	5,553,400	-	713,400	4,840,000	248,978
Solid Waste F	-	-	-	-	-
Other Inside G	3,754,900	-	1,054,900	2,700,000	155,440
<b>SUB - TOTAL Inside</b>	<b>24,145,000</b>	<b>-</b>	<b>3,040,000</b>	<b>21,105,000</b>	<b>1,038,547</b>

Long Term Debt Outside the Debt Limit	Outstanding July 1, 2022	+ New Debt Issued	- Retirements	Outstanding June 30, 2023	Interest Paid in FY2023
Airport	-	-	-	-	-
Gas/Electric Utility	-	-	-	-	-
Hospital	-	-	-	-	-
School Buildings 1	-	-	-	-	-
Sewer 2	-	16,092,328	-	16,092,328	-
Solid Waste 3	-	-	-	-	-
Water 4	5,074,696	-	396,303	4,678,393	138,070
Other Outside 5	12,242	-	6,121	6,121	459
<b>SUB - TOTAL Outside</b>	<b>5,086,938</b>	<b>16,092,328</b>	<b>402,424</b>	<b>20,776,842</b>	<b>138,529</b>
<b>TOTAL Long Term Debt</b>	<b>29,231,938</b>	<b>16,092,328</b>	<b>3,442,424</b>	<b>41,881,842</b>	<b>1,177,076</b>

Please complete all sections of this report and return it to the Public Finance Section no later than September 30, 2023.

I certify to the best of my knowledge that this information is complete and accurate as of this date.

Treasurer: \_\_\_\_\_

Date: \_\_\_\_\_

I certify that long and short term debt as identified in this Statement of Indebtedness is in agreement with the general ledger controls in my department and are also reflected on the balance sheet.

Accounting Officer: \_\_\_\_\_

Date: \_\_\_\_\_

**Delivery By U.S. Mail**

**Phone/Fax**

**FedEx, UPS, Other Delivery**

Public Finance Section  
Division of Local Services  
PO Box 9569  
Boston MA 02114-9569

(617) 626-2399  
(617) 626-2382  
(617) 626-4110  
Fax (617) 626-3916

Public Finance Section  
Division of Local Services  
100 Cambridge St.  
Boston MA 02114

Short Term Debt	Outstanding July 1, 2022	+ New Debt Issued	- Retirements	Outstanding June 30, 2023	Interest Paid in FY2023
RANs - Revenue Anticipation	-	-	-	-	-
BANs - Bond Anticipation:					
Buildings	-	-	-	-	-
School Buildings	-	-	-	-	-
Sewer	-	-	-	-	-

Water	-	-	-	-	-
Other BANS	-	-	-	-	-
SANs - State Grant Anticipation	-	-	-	-	-
FANs - Federal Gr. Anticipation					
Other Short Term Debt				-	

TOTAL Short Term Debt	-	-	-	-	-
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GRAND TOTAL All Debt	29,231,938	16,092,328	3,442,424	41,881,842	1,177,076
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Authorized and Unissued Debt					
Purpose	Date of Vote	Article Number	Amount Authorized	- Issued - Retired - Rescinded	= Unissued 6/30/2023
Saquaket Municipal Marina	5/2/16 & 5/17/16	16	7,000,000	6,257,600	742,400
Road Maintenance FY17 EXEM	5/2/16 & 5/17/16	18	700,000	700,000	0
Sewer Interconnection & Plannin	5/1/17 & 5/16/17	11	6,765,000	3,480,000	3,285,000
Sewer (Phase 2 - Cold Brook) E	5/1/17 & 5/16/17	12	2,000,000	97,400	1,902,600
Fire Station 2 Planning EXEMP	5/1/17 & 5/16/17	15	310,000	310,000	0
Road Maintenance FY18 EXEM	5/1/17 & 5/16/17	22	700,000	700,000	0
Pleasant Bay Watershed Sectio	5/7/2018 & 5/15/	14	24,775,000	24,615,467	159,533
Road Maintenance FY19 EXEM	5/7/2018 & 5/15/	22	700,000	700,000	0
Fire Station 2 Construction EXE	5/7/2018 & 5/15/	24	6,750,000	6,650,000	100,000
Quint Purchase (Combo Fire Pl	5/8/2021 & 5/18/	19, Q1	1,086,673	1,086,673	0
Road Maintenance FY22 EXEM	5/8/2021 & 5/18/	20, Q2	700,000	700,000	0
West Harwich Route 28 Sewer	5/2023 & 5/16/20	19, Q1	6,500,000	-	6,500,000
West Harwich Route 28 Water	5/1/2023	20	17,500,000	-	17,500,000
East Harwich Wastewater Coll	5/2023 & 5/16/20	21, Q2	50,000,000	-	50,000,000
SUB -TOTAL Additional Sheet(s)				45,297,140	80,189,533

**BUREAU OF ACCOUNTS, STATEMENT OF INDEBTEDNESS DETAIL**

Long Term Debt						
Inside the Debt Limit	Report by Issuance	Outstanding July 1, 2022	+ New Debt Issued	- Retirements	Outstanding June 30, 2023	Interest Paid in FY2023
10/30/12	Land Acquisition	330,000	-	-	-	-
10/30/12	Land Acquisition	50,000	-	165,000	165,000	5,775
10/30/12	Engineering Services	5,000	-	50,000	-	750
07/15/13	Dredging	300,000	-	5,000	-	75
06/21/18	Land Acquisition	530,000	-	300,000	-	4,125
06/21/18	Bridge Reconstruction	270,000	-	35,000	495,000	22,950
06/21/18	Building Remodeling -	100,000	-	20,000	250,000	11,775
06/21/18	Building Remodeling -	1,760,000	-	10,000	90,000	4,800
06/21/18	Roads	105,000	-	110,000	1,650,000	75,350
06/21/18	Roads	50,000	-	10,000	95,000	5,000
06/21/18	Roads	5,000	-	10,000	40,000	2,450
06/21/18	Building Remodeling	1,965,000	-	5,000	-	250
06/21/18	Building Remodeling	980,000	-	200,000	1,765,000	94,350
06/21/18	Building Remodeling	610,000	-	100,000	880,000	47,100
06/21/18	Building Remodeling	300,000	-	45,000	565,000	26,550
06/21/18	Public Wharf Reconst	60,000	-	20,000	280,000	13,025
06/21/18	Public Wharf Reconst	30,000	-	60,000	-	3,000
06/21/18	Sewer	2,200,000	-	30,000	-	1,500
06/21/18	Sewer	10,000	-	140,000	2,060,000	94,475
06/20/19	Building Construction	2,210,000	-	5,000	5,000	500
06/20/19	Building Construction	2,850,000	-	170,000	2,680,000	89,700
06/20/19	Building Remodeling -	640,000	-	40,000	600,000	116,000
06/20/19	Off Street Parking Are	220,000	-	25,000	195,000	26,300
06/20/19	Public Wharf Reconst	117,250	-	10,050	107,200	10,400
06/20/19	Public Wharf Reconst	57,750	-	4,950	52,800	5,327
06/20/19	Engineering Services	160,000	-	160,000	-	2,624
						8,000

06/20/19 Engineering Services	460,000	-	230,000	230,000	23,000
06/20/19 Engineering Services	25,000	-	5,000	20,000	1,250
08/20/19 Building Construction	2,610,000	-	400,000	2,210,000	104,400
06/09/22 Roads	231,900	-	61,900	170,000	11,337
06/09/22 Engineering Services	54,600	-	29,600	25,000	2,669
06/09/22 Roads	87,000	-	22,000	65,000	4,253
06/09/22 Roads	155,900	-	35,900	120,000	7,622
06/09/22 Roads	108,100	-	28,100	80,000	5,285
06/09/22 Roads	87,400	-	22,400	65,000	4,273
06/09/22 Roads	263,000	-	58,000	205,000	12,858
06/09/22 Departmental Equipm	811,700	-	46,700	765,000	36,554
06/09/22 Roads	637,000	-	67,000	570,000	31,142
06/09/22 Sewer	20,000	-	10,000	10,000	978
06/09/22 Sewer	30,000	-	15,000	15,000	1,467
06/09/22 Sewerage System	2,214,000	-	119,000	2,095,000	99,636
06/09/22 Sewer	434,400	-	29,400	405,000	19,673
TOTAL	24,145,000	0	3,040,000	21,105,000	1,038,547
				0.00	
				Must equal	

Long Term Debt					
Outside the Debt Limit Report by Issuance	Outstanding July 1, 2022	+ New Debt Issued	- Retirements	Outstanding June 30, 2023	Interest Paid in FY2023
08/01/04 Septic System Bettern	12,242	-	6,121	6,121	459
03/15/10 Water Treatment Faci	600,000	-	75,000	525,000	22,688
10/01/11 Water Treatment Faci	1,950,000	-	130,000	1,820,000	60,808
10/30/12 Water Storage Tank	1,130,000	-	105,000	1,025,000	26,681
02/21/18 Well DWP-13-02	1,394,696	-	86,303	1,308,393	27,894
12/14/22 Sewer CWP-18-23	-	16,092,328	-	16,092,328	-
TOTAL	5,086,938	16,092,328	402,424	20,776,842	138,529
				Must equal	

Short Term Debt					
Report by Issuance	Outstanding July 1, 2022	+ New Debt Issued	- Retirements	Outstanding June 30, 2023	Interest Paid in FY2023
				0.00	0.00
	-	-	-	0.00	0.00
	-	-	-	0.00	0.00
	-	-	-	0.00	0.00
	-	-	-	0.00	0.00
	-	-	-	0.00	0.00
	-	-	-	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00	0.00
				Must equal	

## FY2023 TAX COLLECTIONS REPORT

A/R Type	Bill Year	Total Commitments	Beg A/R	Abt/Adj	Paym/Refds	End A/R	Uncollected
BOAT	2015	\$ 50,232.44	\$ -	\$ -	\$ -	\$ -	0.0%
	2016	\$ 49,658.78	\$ -	\$ -	\$ -	\$ -	0.0%
	2017	\$ 50,865.80	\$ -	\$ -	\$ -	\$ -	0.0%
	2018	\$ 51,828.41	\$ -	\$ -	\$ -	\$ -	0.0%
	2019	\$ 52,865.23	\$ 25.00	\$ -	\$ 25.00	\$ -	0.0%
	2020	\$ 53,721.06	\$ 103.00	\$ -	\$ 103.00	\$ -	0.0%
	2021	\$ 54,605.95	\$ 85.36	\$ (231.02)	\$ 40.00	\$ (185.66)	-0.3%
	2022	\$ 52,401.72	\$ 1,507.40	\$ (868.00)	\$ 838.06	\$ (198.66)	-0.4%
	2023	\$ 50,613.97	\$ -	\$ (5,411.02)	\$ 49,484.15	\$ 1,129.82	2.2%
<b>BOAT Total</b>		<b>\$ 466,793.36</b>	<b>\$ 1,720.76</b>	<b>\$ (6,510.04)</b>	<b>\$ 50,490.21</b>	<b>\$ 745.50</b>	<b>0.2%</b>
MV	2015	\$ 1,975,815.99	\$ 71.04	\$ -	\$ 44.79	\$ 26.25	0.0%
	2016	\$ 2,139,150.27	\$ 98.75	\$ -	\$ 98.75	\$ -	0.0%
	2017	\$ 2,258,640.06	\$ 287.40	\$ -	\$ 247.40	\$ 40.00	0.0%
	2018	\$ 2,331,679.18	\$ 534.38	\$ -	\$ 422.50	\$ 111.88	0.0%
	2019	\$ 2,363,854.83	\$ 1,269.04	\$ -	\$ 776.43	\$ 492.61	0.0%
	2020	\$ 2,327,126.63	\$ 3,828.47	\$ (189.82)	\$ 2,570.49	\$ 1,068.16	0.0%
	2021	\$ 2,514,219.22	\$ 27,606.17	\$ (2,042.08)	\$ 22,593.37	\$ 2,970.72	0.1%
	2022	\$ 2,592,350.16	\$ 201,716.40	\$ (12,764.16)	\$ 395,559.78	\$ 16,312.00	0.6%
	2023	\$ 2,209,181.14	\$ -	\$ (35,875.51)	\$ 2,123,321.54	\$ 85,859.60	3.9%
<b>MV Total</b>		<b>\$ 20,712,017.48</b>	<b>\$ 235,411.65</b>	<b>\$ (50,871.57)</b>	<b>\$ 2,545,635.05</b>	<b>\$ 106,881.22</b>	<b>0.5%</b>
PP	2015	\$ 644,640.26	\$ -	\$ -	\$ -	\$ -	0.0%
	2016	\$ 668,144.95	\$ 334.41	\$ -	\$ 276.27	\$ 58.14	0.0%
	2017	\$ 690,867.99	\$ 337.36	\$ -	\$ 337.36	\$ -	0.0%
	2018	\$ 718,745.58	\$ 606.26	\$ -	\$ 558.60	\$ 47.66	0.0%
	2019	\$ 782,500.05	\$ 1,077.12	\$ -	\$ 857.60	\$ 219.52	0.0%
	2020	\$ 940,745.22	\$ 513.26	\$ -	\$ 425.86	\$ 87.40	0.0%
	2021	\$ 1,218,293.64	\$ 298.43	\$ -	\$ 199.93	\$ 98.50	0.0%
	2022	\$ 1,183,607.64	\$ 8,543.28	\$ (1.33)	\$ 8,314.58	\$ 227.37	0.0%
	2023	\$ 1,151,773.91	\$ -	\$ (4,890.88)	\$ 1,153,967.02	\$ (2,193.11)	-0.2%
<b>PP Total</b>		<b>\$ 7,999,319.24</b>	<b>\$ 11,710.12</b>	<b>\$ (4,892.21)</b>	<b>\$ 1,164,937.22</b>	<b>\$ (1,454.52)</b>	<b>0.0%</b>
RE	2015	\$ 42,260,807.19	\$ 660.60	\$ -	\$ 660.60	\$ -	0.0%
	2016	\$ 43,779,515.67	\$ 748.31	\$ -	\$ 748.31	\$ -	0.0%
	2017	\$ 44,927,165.94	\$ 740.06	\$ -	\$ 740.06	\$ -	0.0%
	2018	\$ 47,055,382.71	\$ 689.77	\$ -	\$ 689.77	\$ -	0.0%
	2019	\$ 49,352,590.10	\$ 501.78	\$ -	\$ 501.78	\$ -	0.0%
	2020	\$ 52,282,930.45	\$ 704.96	\$ (3,027.57)	\$ (2,322.61)	\$ -	0.0%
	2021	\$ 53,137,641.55	\$ 690.92	\$ (8,021.79)	\$ (7,330.87)	\$ -	0.0%
	2022	\$ 54,484,046.69	\$ 607,992.99	\$ (3,224.26)	\$ 605,067.49	\$ (298.76)	0.0%
	2023	\$ 54,066,980.25	\$ 17.17	\$ (281,916.05)	\$ 53,371,911.25	\$ 695,086.17	1.3%
<b>RE Total</b>		<b>\$ 441,347,060.55</b>	<b>\$ 612,746.56</b>	<b>\$ (296,189.67)</b>	<b>\$ 53,970,665.78</b>	<b>\$ 694,787.41</b>	<b>0.2%</b>
<b>Table Totals</b>		<b>\$ 470,525,190.63</b>	<b>\$ 861,589.09</b>	<b>\$ (358,463.49)</b>	<b>\$ 57,731,728.26</b>	<b>\$ 800,959.61</b>	<b>0.2%</b>

REPORT OF TREASURER'S COLLECTIONS  
FISCAL YEAR 2023

	<b>Beg A/R</b>	<b>New Cert</b>	<b>Paym/Refds</b>	<b>End A/R</b>
Tax Title	\$ 2,470,928.94	\$ 476,063.11	\$ 458,511.46	\$ 2,488,480.59
Sr Deferrals	\$ 76,399.78	\$ 901.20	\$ 578.56	\$ 76,722.42
Foreclosures	\$ 305,835.24	\$ -	\$ 56,265.72	\$ 249,569.52
	<u>\$ 2,853,163.96</u>	<u>\$ 476,964.31</u>	<u>\$ 515,355.74</u>	<u>\$ 2,814,772.53</u>



FISCAL YEAR 2023 SALARY REPORT

Department	Last Name	First Name	BASE	OT	OTHER
Select Board	ANDERSON	MARY	2,400.00		
	BALLANTINE	LARRY	2,200.00		
	HOWELL	DONALD	2,400.00		
	KAVANAGH	JULIE	2,400.00		
	MACASKILL	MICHAEL	2,400.00		
<b>Select Board Total</b>			<b>11,800.00</b>		
Accounting	BARRETTE	KATHLEEN	9,644.24		
	COPPOLA	CAROL			1,680.00
	ELLIS	ANN MARIE	88,448.37		7,189.66
	GREEN	MEGAN	66,357.87	1,917.91	
	ROBINSON	SANDRA	5,861.39		
	TULLOCH	WENDY	48,181.28	131.82	28,267.11
<b>Accounting Total</b>			<b>218,493.15</b>	<b>2,049.73</b>	<b>37,136.77</b>
Assessing	COLE	SARAH	7,954.63		
	JONES	CARLENE	65,930.94	5,693.86	750.00
	KAVANAUGH	JAY	500.02		
	LEBLANC	MADISON	34,866.16	153.78	
	NIGHTINGALE	BRUCE	500.02		
	WAYSTACK	RICHARD	500.02		
<b>Assessing Total</b>			<b>110,251.79</b>	<b>5,847.64</b>	<b>750.00</b>
Treasurer/Collector	BULLOCK	AMY	59,680.51		37,917.25
	CLARK MACLEAY	BETTY	31,453.76		750.00
	FULCHER	TERRY	1,405.60		
	GENATOSSIO	CAROL	1,483.23		
	JELLISON	DEBORAH	1,548.38		
	KERR	SUSAN	60,874.73	11,246.58	7,319.36
	KNEPPER	NANCY	35,078.35	821.00	17,640.03
	KRIPP	LILLY	4,054.25		
	LAWTON	ROBERT	11,750.00		
Treasurer/Collector	LEGENDRE	KRYSTLE	59,315.28	5,354.88	145.83
	LEGENDRE	PETER	285.92		
	MCCAULEY	MONICA	725.48		
	MILLIGAN	KATHERINE	3,243.75		
	MURPHY	JUDITH	3,828.88		
Treasurer/Collector Total	SAMPSON	PATRICIA	12,041.37		
			<b>286,769.49</b>	<b>17,422.46</b>	<b>63,772.47</b>
Administration	ABRAMSEN	TALITHA	2,077.01		
	COLLINS	ERIN	260.48		
	ELDREDGE	MEGGAN	110,293.70		
	FREINER	DANIELLE	62,843.85		
	MOLDSTAD	JUDITH	12,548.29		
	MOORE	JEANETTE	1,923.92		
	POWELL	ELLEN	32,566.56		3,439.94
	POWERS	JOSEPH	160,523.21		11,129.98
	SCHWAB	LISA	2,342.21		
	SMITH-CABRERA	PATIENCE	18,839.19		
<b>Administration Total</b>			<b>404,218.42</b>		<b>14,569.92</b>
Information Techn	EATON	SARAH	72,628.75		1,500.00
<b>Information Technology Total</b>			<b>72,628.75</b>		<b>1,500.00</b>

The Harwich Chanr	GOODWIN	JAMIE	91,904.16		4,148.71
	HAMILTON	MATTHEW	7,781.10		
	LADUE	CALEB	59,092.40		350.00
<b>The Harwich Channel Total</b>			<b>158,777.66</b>		<b>4,498.71</b>
Constables	BELTIS	GERALD	125.00		
	CAKOUNES	LEO	125.00		
	ROBINSON	DAVID	125.00		
<b>Constables Total</b>			<b>375.00</b>		
Town Clerk	BABYAK	JOHN	164.37		
Town Clerk	BEARSE	JOYCE	467.35		
	BUTLER	LISA	362.57		
	CALLAHAN	CHARLES	209.93		
	CALLAHAN	JOAN	331.05		
	CARPENTER	SUSAN	317.77		
	CARROLL	ERIC	219.15		
	CARROLL	GAYLE	219.15		
	CLANCY	JO ANNE	666.13		
	CLARKE	JENNIFER	68,141.30	2,853.25	475.00
	CLIMO	BETH	357.95		
	COMEAU	JEANINE	186.28		
	CORBETT	URSULA	58.44		
	DICKINSON	ELAINE	556.93		
	EL SEHRAWAY	MARISSA	21,311.14	352.25	
	FITZPATRICK	SARAH	232.04		
	HASTINGS	MADDYLINE	817.30		
	HAYDEN	TERRY	359.89		
	HIBBERT	JANE	16,340.00	45.00	
	JOYCE	CHRISTINA	1,055.61		
	KAPLAN	ANN	927.00		
	KNOWLES	SHIRLEY	784.11		
	LONDON	ANTIGONE	406.22		
	MILLS	SUSAN	584.41		
	MITCHELL	EMILY	85,453.75		
	MULLER	KATHLEEN	427.75		
	NOCK	PATRICIA	555.20		
	OTOOLE	SHEILA	810.88		
	PANKO	DEAN	113.23		
	PINA	MARY ANN	6,457.66		
	REMILLARD	WILFRED	241.07		
	SCHLANSKY	MARILYN	356.04		
	SCHLANSKY	PAUL	284.90		
	SCHRECK	KATHLEEN	486.38		
Town Clerk	SEMENTA	DEBORAH	916.33		
	SHAPIRO	ROSANNE	434.66		
	SHERRY	DOLORES	357.95		
	SMITH	JAMES	352.38		
	STARK	VIRGINIA	389.49		
	SULLIVAN	JUDITH	188.40		
	SWITCHENKO	PETER	270.28		
	TAVANO	DONNA	517.33		
	TEAHAN	KATHLEEN	146.11		
	THAYER	CAROL	505.60		
	TRIBASTONE	LUANNE	1,983.72		
	TRIBASTONE	STEVEN	1,983.72		
	WEINSTEIN	SUSAN	115.35		
	WEST	PAULA	6,356.28		9,259.66
<b>Town Clerk Total</b>			<b>224,780.55</b>	<b>3,250.50</b>	<b>9,734.66</b>

Conservation	MCDONALD	BRIAN	3,014.33		
	MCKENNA	LECIA	63,253.42	9,225.28	262.53
	MILLETT	MELYSSA	45,486.22	279.00	1,769.00
	USOWSKI	AMY	100,172.89		5,974.92
Conservation Total			211,926.86	9,504.28	8,006.45
Housing Advocate	POWELL	BRIANNA	39,971.60		
Housing Advocated Total			39,971.60		
Planning	DELANEY	SHELAGH	62,037.07		
	HALKIOTIS	PAUL	57,761.76		750.00
Planning Total			119,798.83		750.00
Police	ARRIGO	CHRISTOPHER	77,155.36	24,718.14	18,741.50
	BOORACK	PAUL	109,687.99	37,212.97	9,910.00
Police	BRACKETT	ROBERT	102,691.06	40,927.62	7,894.98
	BRICKLEY	BRENDAN	85,924.82	39,087.46	23,196.06
Police	BUTTRICK	RICHARD		208.00	31,984.86
	CAMPBELL	RICHARD		1,040.00	72,773.54
Police	CLARKE	THOMAS	92,038.42	47,681.58	60,738.46
	CONNERY	JAMES	88,084.52	9,753.95	17,019.84
Police	CONSIDINE	KEVIN	152,453.97		4,640.00
	CURRIE	ROBERT		988.00	2,444.00
Police	DEBAGGIS	TEGAN	85,157.85		1,000.00
	DONOVAN	DANIEL	76,989.38	26,624.07	12,062.00
Police	DUTRA	DEREK	90,242.99	33,669.59	5,836.00
	FERREIRA	JESSICA	53,384.66	11,811.37	2,682.00
Police	GAGNON	THOMAS		884.00	15,954.00
	GOSHGARIAN	ARAM	112,170.09	34,471.88	6,794.74
Police	GRASS	AMBER	14,628.39		
	GRIFFITHS	THOMAS	82,190.00	26,238.84	14,333.88
Police	GUILLEMETTE	DAVID	156,446.08		9,059.02
	HADFIELD	ROBERT		312.00	32,564.76
Police	HARRINGTON	JENNIFER	76,554.00	3,422.52	750.00
	HARRIS	MARC	94,843.71	5,642.57	10,586.49
Police	HINESLEY	JAMES	58,936.58	5,663.62	23,457.00
	HOLMES	MARK	80,839.06	30,667.18	26,325.24
Police	HORGAN	ROBERT		156.00	34,788.88
	HUTTON	ADAM	133,456.67	37,080.20	14,319.16
Police	JUDGE	JULIE	56,401.61		3,879.33
	KANNALLY	KEITH	80,055.46	32,587.44	32,271.14
Police	LARIVEE	JOHN	85,967.00	34,909.37	14,408.94
	LINCOLN	KEITH	45,350.35		18,995.99
Police	LOPES	KYLEIGH	52,097.31	10,162.73	5,876.25
	MCINALLY	IRIS	61,968.96	29,297.13	12,191.57
Police	MONTEIRO	THEODORE	59,371.00	18,851.07	3,869.76
	NICHOLSON	DIANE	61,968.96	22,251.51	11,267.68
Police	NOLAN	NEIL	83,761.31	6,312.89	21,506.50
	PETELL	PETER	104,055.54	41,777.69	2,876.00
Police	PORTER	MICHAEL	77,280.17	238.00	21,845.75
	RADZIK	THOMAS	63,648.24	17,869.76	27,158.44
Police	RIDENOUR	DREW	59,111.57	17,394.12	7,726.00
	ROSS	JADE	57,741.90	10,567.21	6,215.27
Police	RUGGIERO	RONALD	79,794.59	20,192.93	5,814.00
	STONE	JOSEPH		1,300.00	67,582.50
Police	SULLIVAN	JOHN	134,859.89	45,184.76	26,453.21
	THOMAS	COLIN	68,737.97	15,150.90	3,806.00
Police	ULRICH	T	86,510.52	3,374.63	5,035.76
	VARLEY	KATIE	68,247.48	2,284.65	4,693.42
Police	VERMETTE	TYLER	82,894.49	22,981.40	6,880.00
	WALINSKI	AMY	108,905.60	35,760.65	2,572.00
Police Total			3,402,605.52	806,710.40	772,781.92

Fire	AVERY	RYAN	75,017.15	42,840.31	9,546.61
	BENGSTON	ZACHERY	59,567.05	44,508.60	8,522.82
	BROWN	CHRISTIANNA	74,835.63	13,258.26	6,013.27
	CLARKE	JAMES	69,454.24	4,538.06	9,674.30
	DIAMOND	ERIC	77,204.28	44,740.16	21,525.48
	DRUCKENBROD	TIMOTHY	75,017.13	22,874.16	10,339.31
	DUQUETTE	KEVIN	69,783.16	12,297.43	11,978.31
	EDWARDS	RYAN	76,772.79	55,376.53	17,106.99
	ELDREDGE	MATTHEW	2,314.01		23,111.18
	ELLIOTT	ERIC	76,475.26	59,250.45	16,924.05
	FERRO	BRANDON	75,017.12	29,255.34	12,320.97
	FINN	PAUL	86,181.65	401.10	17,985.52
	FORD	JOSHUA	75,017.13	11,519.01	14,355.69
	IMPARATO	STEPHEN	63,587.54	15,869.16	4,164.68
	LAPLANTE	ADAM	75,381.67	38,449.48	14,228.40
	LEBLANC	DAVID	149,901.23		13,018.94
	LEVASSEUR	MATTHEW	37,080.56	13,472.94	9,994.43
	MAYO	JOSEPH	83,308.75	62,424.95	17,902.96
	OTTINO	ANDREW	70,148.26	17,516.41	4,557.79
	PARKER	DONALD	83,308.84	73,109.45	17,902.96
	PICHE	SHAWN	34,919.34	5,144.50	17,009.42
	PIRES	SUSAN	51,858.72		3,486.54
	PIRNUCCIO	MARK	67,332.84	38,774.16	9,676.72
	REGAN	CHRISTINA	75,017.17	3,915.83	15,353.82
	REGO	JOSEPH	76,761.60	23,733.18	20,882.91
	RIKER	ANDREW	67,165.38	42,005.12	4,209.76
	SANDINO	JAMES	75,495.24	22,283.64	5,772.79
	SANGIOVANNI	DANIEL	77,204.31	62,149.08	11,562.74
	SCHNEEWEISS	WILLIAM	75,017.12	19,241.24	12,079.72
	SMITH	LEIGHANNE	84,437.74	37,174.81	23,436.47
	STEWART	TRACY	72,661.22	19,965.59	8,434.11
	THORNTON	CRAIG	128,693.14	3,744.82	13,033.50
	TROVATO	MICHAEL	64,251.66	8,681.94	9,315.14
	TYLDESLEY	SCOTT	79,148.91	49,720.40	18,172.85
	WARNER	BRYANT	71,522.05	40,641.78	10,309.21
	WHITE	JUSTIN	86,899.56	69,462.68	18,135.39
	WILLIAMS	ROBERT	76,026.75	37,148.01	7,708.62
	WILLIS	BRAD	80,290.42	51,556.62	18,791.88
	YOUNG	BRUCE	83,308.75	95,122.10	18,929.14
Fire Total			2,883,385.37	1,192,167.30	507,475.39
Building	ANDERSON	DAVID	68,573.61	5,013.37	600.00
	FALLETTI	LAURA	2,836.05		
	LOHR	RACHEL	34,037.86	206.29	
	MACURA	PATRICIA	8,118.13	678.27	4,025.19
	MEE	JOHN	75,563.76		1,500.00
	SCHOENER	LINDSAY	1,263.51		
	WINGARD	THOMAS	30,745.00		
Building Total			221,137.92	5,897.93	6,125.19
Gas Inspectors	DECOTEAU	RICHARD	21,949.85		
	KIEFER	MARK	56,453.57		427.14
Gas Inspectors Total			78,403.42		427.14

FISCAL YEAR 2023 SALARY REPORT

Department	Last Name	First Name	BASE	OT	OTHER
Plumbing Inspector	DAVIS	THOMAS	54,412.04		94.92
	MOYNIHAN	JAMES	1,899.45		
Plumbing Inspectors Total			56,311.49		94.92
Electrical Inspector	COFSKE	BRUCE	24,209.58		
Electrical Inspector Total			24,209.58		
Natural Resources	DAVIS	OWEN	1,902.08		
	PORTER	FINN	1,188.80		
	PROFT	HEINZ	109,206.63		8,560.24
	STEFANIAK	SARAH	2,388.00		
	YANNUZZI	DON	33,006.40		
Natural Resources Total			147,691.91		8,560.24
DPW - Highway	BAILEY	GREGORY	52,523.18	766.42	250.00
	BERUBE	KIM	68,322.46	12,677.06	
	BERUBE	RICHARD	47,923.23	7,848.31	
	BRYDA	MICHAEL	53,294.48	977.34	3,916.21
	CENTRELLA	PATRICIA	31,136.08	845.32	14,812.41
	DALUZE	MATTHEW	56,270.81	10,690.78	350.00
	DONOVAN	JOSHUA	54,855.17	4,039.15	
	EDSON	KYLE	78,585.00	6,957.95	
	GAGNON	THOMAS	67,591.08	11,674.32	350.00
	HERSEY	STEVEN	62,844.01	8,568.38	
	HOOPER	LINCOLN	141,984.59		
	HUNT	VALERIE	37,332.50	585.44	
	KILKENNY	ROBERT	67,589.02	6,031.77	350.00
	LEWIS	DANIEL	53,304.19	2,964.96	3,392.46
	MARCELINE	MANUEL	24,209.96	963.53	
	MERESTE	DANIEL	59,560.30	886.43	350.00
	MURPHY	EUGENE	67,589.03	3,829.63	
	NICKERSON	DONALD	79,567.06	7,484.23	
	SEELY	JOAN	59,319.98	1,581.20	350.00
	SMITH	ROBIN	19,705.52	1,335.85	3,727.02
DPW - Highway	TUOMINEN	CHARLES	18,932.28		
	WALSH	ANDREW	14,619.01	282.41	
	WRIGHTINGTON	DAVID	62,843.41	12,745.68	
DPW - Highway Total			1,279,902.35	103,736.16	27,848.10
DPW - Building Ma	FORBES	SHAWN	30,221.99	2,033.17	
	LANGWAY	WESLEY	59,560.33	7,122.09	
	LIBBY	SEAN	78,582.15	10,895.36	350.00
	PARKER	KENROY	18,502.91	1,589.59	
	VIERA	PAUL	71,657.25	3,097.28	350.00
DPW - Building Maintenance Total			258,524.63	24,737.49	700.00

DPW - Disposal	BURKE	WILLIAM	22,471.19		
	DECOSTA	DANA	27,675.21	3,416.43	2,561.73
	GERMAIN	ERIN	67,810.80	13,330.53	
	GHILARDI	JAMES	47,068.00	10,052.26	
	GILBERT	DAVID	20,161.28	11,547.31	22,189.26
	GROSSE	CODY	69,316.40	20,815.31	350.00
	HOSKING	RICHARD	66,111.85	30,476.72	
	JOY	ROBERT	29,217.02		
	KIERNAN	MICHAEL	26,641.97		
	MCNEELY	DANIEL	57,867.12	30,052.94	
	PINA	F JEFFREY	66,111.84	11,155.68	
	RAMIREZ	MICHAEL	40,344.21	15,755.49	
	SUTHERLAND	GEORGE	13,427.78		
	WALTHER	WILLIAM	61,551.68	32,051.62	116.67
	YARBRO	THOMAS	70,274.05	25,218.65	350.00
DPW - Disposal Total			686,050.40	203,872.94	25,567.66
Water/Wastewater	ALLEN	MATTHEW	56,110.26	20,566.61	
	ALVES	TRACEY	64,459.04	1,060.03	825.00
Water/Wastewater	CARREIRO	GARY	1,000.00		
	CURRIE	SCOTT	66,363.25	302.77	4,897.99
	DONAHUE	NOREEN	1,000.00		
	ELDREDGE	JASON	78,125.94	48,919.80	3,836.56
	GOUGH	JOHN	1,000.00		
	HICKS	STEVEN	90,052.02	16,985.16	2,653.87
	LEAHY	DANIEL	50,522.22	17,418.49	325.00
	LEWIS	MICHAEL	56,285.94	21,970.73	325.00
	MAJKA	JOSHUA	63,704.40	22,070.44	626.50
	MARSH	WELLESLEY	70,899.55	740.43	4,876.14
	MILAN	DANA	74,673.40	45,059.80	733.41
	NICHOLSON	DAVID	74,673.42	33,373.59	733.41
	PELLETIER	DANIEL	140,279.21		1,732.54
	PETER	RICHARD	50,368.00	118.05	
	PICARD	TIMOTHY	68,261.36	4,961.29	2,014.90
	SIEGER	SANDRA	81,831.60	2,232.14	5,627.44
	THOMPSON	ALLIN	1,000.00		
	UNDERWOOD	JUDITH	1,000.00		
Water/Wastewater Total			1,091,609.61	235,779.33	29,207.76
Cemetery	KELLEY	ROBBIN	76,833.21		3,271.69
Cemetery Total			76,833.21		3,271.69
DPW - Cemetery	HOPKINS	JARED	59,560.33	14,349.71	350.00
	SMITH	PETER	57,258.70	2,750.84	
	STRATTON	JAMES	71,658.61	6,088.88	350.00
DPW - Cemetery Total			188,477.64	23,189.43	700.00
Health	ANTOINE	MATTHEW	500.02		
	DOWGIALLO	RONALD	500.02		
	DUPONT	KEVIN	500.02		
	ELDREDGE	KRISTINA	5,805.59		
	HOWELL	PAMELA	500.02		
	JOHNSON	STEPHANIE	17,166.29	117.88	
	ONEILL	KATHLEEN	84,935.51		3,645.37
	PFLEGER	SHARON	500.02		
Health	SCHOENER	CARRIE	68,806.39	6,360.65	570.87
	SINGLETON	JENNIFER	57,177.12	130.12	279.17
Health Total			236,391.00	6,608.65	4,495.41

Community Center	BUHLER	MARY BETH	16,919.37		
	CAREY	CAROLYN	109,190.61		8,227.41
	CUSACK	JOSHUA	7,067.36		
	ESTABROOK	SAMANTHA	70,821.52	803.77	350.00
	FERNANDES	KIM	4,205.22		
	LOCKHART	LAKEISHA	12,711.49		
	LOTTI	KERRY	28,443.67		
	ROLES	LAURIE	772.38		
	STEIDEL	ARTHUR	21,489.64		
Community Center Total			271,621.26	803.77	8,577.41
Council on Aging	ANDERSEN	JENNY	2,164.40	23.19	
	CASE	KEVIN	7,568.19		
	FALLON	VIRGINIA	614.63		
	GOLIA	GERALD	17,459.91		825.00
	HASSELL	NATHAN	14,731.08		
	JUSELL	SUSAN	91,598.17		6,298.66
	RYDER	JANE	223.08		
	SEELEY	KATERI	48,399.14		
	SIDORUK	ANDREA	39,421.20		
	SKIPPER	KATHLEEN	4,699.02		
	ST PIERRE	LINDA	46,632.67	182.56	1,833.10
	VON HONE	KURT	9,189.54		
	WATSON	KENNETH	1,465.90		
	WITAS	JULIE	71,848.27		1,500.00
Council on Aging Total			356,015.20	205.75	10,456.76
Youth & Family Ser	HOUSE	SHEILA	105,032.47		36,525.91
Youth & Family Services Total			105,032.47		36,525.91
Library	ANTOSH	MARISSA	3,363.12		
	APPLETON	OLIVIA	8,128.84		
	BAKSA-MATHEWS	MARY	11,239.87		
	BROWN	JOANNE	1,000.00		
	BURKE	CARLA	24,931.15		897.16
	CARPENTER	ANN	65,170.16	140.72	4,831.93
	CAUGHEY	ALAN	27,237.34		
	CEBULA	LINDA	1,000.00		
	CLINGAN	JOANNE	3,726.99		872.37
	CROWELL	WILLIAM	1,000.00		
	ELDRIDGE	CHERYL	3,225.33		
	ELLIOT-GRUNES	LAUREN	4,120.84		
	GREENBERG	FREDERICK	991.44		
	HEWITT	VIRGINIA	122,392.86		350.00
	HOWARD	CATHERINE	8,068.22		
	INMAN	PHILLIP	24,715.30		1,884.25
	KELLEY	LAURA	23,867.01		1,453.95
	LEACH	JACQUELINE	12,028.65		
	MARTELL	SUZANNE	62,037.08	1,339.65	8,357.44
	MCCARTY	JOAN	1,000.00		
	MCCAVITT	NICOLAS	1,601.82		
	MILAN	EMILY	21,829.08	230.25	10,297.52
	NICHOLS	JUDITH	4,975.72		
	NORTH	PAMELA	6,265.47		
	PAINE	PAMELA	29,293.08		13,348.54
	PARKER	JOHN	8,194.64		
	PETTY	SHANAZ	11,216.48		
	PICKETT	JENNIFER	65,433.46	55.26	4,481.93
	REMILLARD	KATHLEEN	1,000.00		

Department	Last Name	First Name	BASE	OT	OTHER
Library	SIMS	CAREY	59,404.80	152.34	29.17
	STELLO	MELISSA	2,396.73		
	STOJDA	MARTA	3,382.63		
	THORNTON	JAMIE	60,476.90		350.00
	WAYSTACK	BERNADETTE	1,000.00		
	WHEELER	JEANNIE	1,000.00		
	WILLIAMS	GAVIN	28,089.77	83.73	
Library Total			714,804.78	2,001.95	47,154.26
Recreation & Youth	ALDEN	BRADY	6,642.09		
	AMES	LEE	14,368.33	577.99	11,041.04
	AYER	TYLER	30.00		
	BANTA	ELAINE	68,634.56	4,303.64	4,876.14
	BEEBE	ERIC	100,172.87		4,501.01
	BOURQUE	CARLENE	5,501.79		
	BOURQUE	ELIZABETH	5,691.12		
	BOURQUE	LOUISE	3,165.26		
	BURKE	CALLEE	2,986.88		
	CARLSON	MARIE	62,037.03		4,266.63
	CHEESMAN	ELIZABETH	5,612.30	64.39	
	CIAMPA	ANGELINA	3,338.81		
	CIAMPA	CHARLES	5,025.98		
	CIAMPA	FRANCESCA	2,146.26		
	CIAMPA	MATTHEW	6,045.70	374.63	
	CUDMORE	PHYLLIS	8,774.70		
	DENTE	ALEXANDRIA	5,034.88		
	DEVENS	ALEXANDRA	99.90		
	DWYER	PAIGE	4,936.20		
	ERNST	MEREDITH	3,907.08		
	FERREIRA	AEMILIA	1,374.10		
	FINN	AIDAN	2,869.84	5.57	
	FOLEY	ERIN	4,126.54		
	FRASER	SUSAN	74,480.09	13,755.42	4,390.46
	GALVIN	PATRICK	4,727.05		
	GATZOGIANNIS	GEORGE	818.17		
	GEORGE	KAILA	99.90		
	GONNELLA	FRANCESCA	2,431.25		
	GRAY	EMILY	3,201.51		
	HARRISON	SHEA	5,256.85		
	HARRISON	SKYLAR	5,633.03		
	HARRISON	WILLIAM	6,731.53		
	HOLBROW	TYLER	2,475.91		
	HURLEY	EVAN	6,561.29		
	JOHNSON	MEILI	4,436.00		
	JUNG	MARLENE	5,233.57		
	KRAUS	SEAN	99.90		
	LARIVEE	JACOB	30.00		
	LARIVEE	NATALIE	4,413.41		
	LEGG	ELIZABETH	3,734.96		
	MAHAN	HENRY	99.90		
	MAHONEY	KATHERINE	3,760.34		
	MAHONEY	RICHARD	5,480.50		
	MAROTTA	KAREN	304.35		
	MARTIN	MACKENZIE	6,392.92	155.69	
	MCGOWAN	GRACE	4,005.05		
	MCINNIS	TREVOR	99.90		
	MEEHAN	LUCAS	14,460.07	5.57	



Recreation & Youth	MEEHAN	NICHOLAS	6,434.59	5.57	
	MEEHAN	REAGAN	4,646.85		
	MILAN	SOPHIA	441.00		
	MULHERIN	LILY	3,785.20		
	MUNGOVAN	DANIEL	2,792.26		
	MUNGOVAN	MARTINE	6,230.76		
	MUNGOVAN	PATRICK	4,162.98		
	MURPHY	GERRIT	351.91		
	OCONNOR	CAROLINE	5,802.05		
	OCONNOR	PATRICK	5,175.80		
	OZANIAN	MARGARET	99.90		
	PRESCOTT	KATHLEEN	5,647.00		
	QUINN	CASEY	28,550.64	2,817.24	
	QUINN	HUNTER	1,365.55		
	QUINN	KAEDEN	22,749.15	2,372.42	
	QUINN	WALTER	25,423.68	115.08	
	ROWE	MEREDITH	13,343.68		
	ROWE	NATHANIEL	4,743.37		
	SAWYER	CAELAN	5,701.65		
	SAWYER	WILLIAM	5,406.88		
	SHEA	WYATT	4,166.10		
	SMITH	OWEN	5,637.63		
	STREET	DANIEL	4,240.88	49.95	
	SULLIVAN	MADELINE	6,891.02		
	SWITNICKI	ARIANA	3,895.47		
	TALABI	ABDEL	1,060.19		
	TRUESDALE	JOHN	5,949.83		
	VERNAZZA	MAYA	6,224.55		
	VISCO	NADIA	3,123.02		
	WALSH	IAN	5,017.96		
	WOODLAND	JACOB	4,999.92		
Recreation & Youth Total			691,551.14	24,603.16	29,075.28
Harbor	BOWLER	STEPHEN	1,965.97		
	CROKE	MATTHEW	6,784.75		
	DELISLE	CLARK	6,837.39		
	FISH	ALLAN	1,964.44		
	GREENE	HOPE	815.86		
	MATHEWS	RICHARD	10,710.54		
	MORRIS	MICHELLE	65,170.12		3,841.66
	NEISER	WILLIAM	77,997.12	147.36	475.00
	OCONNOR	SCOTT	3,333.99		
	RENDON	JOHN	109,190.61		7,442.00
Harbor	SMITH	CONOR	2,567.61		
	SOUZA	ANDREW	62,844.11	1,625.54	
	SPRINGER	BARRY	11,528.55		
	TAYLOR	PETER	1,509.56		
	TELESMANICK	THOMAS	11,949.12	158.40	17,958.42
Harbor Total			375,169.74	1,931.30	29,717.08
DPW - Parks	ALBEE	BRIAN	71,657.18	5,887.88	350.00
	DAVIS	GARRETT	1,875.14		
	PEWITT	HAYDEN	4,926.95		
	THIBEAULT	MARC	7,384.47		
	YARBRO	COOPER	7,408.87	476.47	
DPW - Parks Total			93,252.61	6,364.35	350.00

Golf	BOSWORTH	MARK	7,104.24		
	CANTO	JUSTUS	5,002.30		
	CARPENTER	NORMAND	7,662.32		
	CLAPTON	MARTIN	7,267.32		
	CONVERSE	GEOFFREY	9,713.28		
	COSKER	WILLIAM	10,411.77	254.05	
	DAMON	DEAN	56,102.72	8,935.62	250.00
	DONOVAN	ROBERT	70,899.44	10,028.53	5,476.14
	DUFFY PETERSON	ELLEN	1,481.25		
	FAGAN	RICHARD	68,317.21		10,224.36
	FERNANDEZ	SHAWN	105,252.54		17,959.63
	FLAHERTY	PETER	2,955.02		
	GALANIS	GREGORY	4,530.12		
	GALEOTA	RALPH	7,097.70		
	GOFF	WILLIAM	10,768.09	374.66	
	GORMAN	JAMES	1,422.24		
	GREER	JOHN	8,985.71		
	GREER	ROMAN	104,737.40		3,674.54
Golf	GRISOLIA	RICHARD	4,505.68		
	HANDLER	ROBERT	3,471.99		
	HARTSFIELD	PATTI	7,461.38		
	HASSLER	WILLIAM	1,788.51		
	HAWTHORNE	GLENN	2,995.38		
	HEFFERNAN	JOHN	2,171.64		
	HESBASE	JOHN	180.00		
	HIPPLER	BRIDGET	4,985.84		
	HRISTOV	HRISTO	15,035.45	2,687.84	
	HUBBARD	DALE	2,872.50		
	HULL	JOHN	3,304.04		
	JAZWINSKI	EDWIN	25,176.49	4,087.84	
	JOHNSON	GEORGE	6,005.98		
	JURINSKI	LIAM	562.50		
	KELLY	CAILIN	1,337.24		
	KILMURRAY	MARK	11,650.06	1,430.97	
	KUHL	JAMES	6,196.67		
	LANGLOIS	DEAN	58,590.88	10,059.12	4,280.21
	LEVINE	MICHAEL	814.86		
	MCALLISTER	MICHAEL	5,286.17		
	MCCARTHY	JOHN	4,965.08		
	MELLO	PAUL	58,590.88	9,526.92	900.00
	NASH	EDWIN	6,150.35		
	OCALLAGHAN	JONATHAN	7,624.03		
	PAVLAKIS	CHRISTIAN	2,748.06		4,176.06
	POTTER	KATHRYN	4,050.82		
	REYNOLDS	DONALD	6,252.66		
	RYAN	TERRENCE	848.82		
	RYDER	RAIN	15,738.96	4,400.86	25,821.18
	SALVON	JOSEPH	75.00		
	SELIG	CAMERON	2,175.68		
	SERIJAN	MICHAEL	57,248.74	111.56	350.00
	SHEA	WALTER	7,764.22		

Department	Last Name	First Name	BASE	OT	OTHER
Golf	SIMS	FRANCIS	6,737.84		
	SPELMAN	JOHN	10,311.78		
	ST PIERRE	COLLEEN	8,777.88		
	STEIDEL	DANIEL	8,670.66		
	THORNTON	SEAN	2,321.88		
	TOFFOLON	ROBERT	510.00		
	TOMASIAN	THOMAS	6,124.61		
	VARZEAS	KIM	9,965.57		
	WHITTLE	CHRISTIAN	3,416.13		
	WILZ	RICHARD	4,718.21		
Golf Total			889,891.79	51,897.97	73,112.12
Cultural Affairs	MEWHINNEY	KARA	76,320.40		
Cultural Affairs Total			76,320.40		
Grand Total			16,064,985.54	2,728,582.49	1,762,943.22





# CITIZENS ACTIVITY VACANCY FORM

## *Volunteer Now – Serve Your Community*

Town government needs citizens who are willing to give time in the service of their community. The Citizens Activity Record program was adopted by the Selectmen as a means of compiling names of interested citizens to serve, on a voluntary basis, on Boards and Committees.

Activity records are being updated to include categories consistent with the changing needs of the Town. Indicate your order of preference and return this form to:

### CITIZENS ACTIVITY VACANCY FORM

#### BOARD OF SELECTMEN

**732 Main Street, Harwich, MA 02645**

Name: \_\_\_\_\_

Street/P.O. Box: \_\_\_\_\_

Town/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Occupation: \_\_\_\_\_

### ***(LIST IN ORDER OF PREFERENCE)***

#### **PLANNING AND PRESERVATION**

- ☐ Agricultural Commission
- ☐ **\*Board of Appeals**
- ☐ Brooks Academy Museum Commission
- ☐ By-law/Charter Review Committee
- ☐ Community Preservation Committee
- ☐ **\*Conservation Commission**
- ☐ Cultural Council Committee
- ☐ Forest Committee
- ☐ Harwich Energy &  
Climate Action Committee
- ☐ Historic District and Historical Commission
- ☐ **\*Planning Board**
- ☐ Real Estate and Open Space Committee
- ☐ Traffic Safety Committee
- ☐ OTHER \_\_\_\_\_

#### **OTHER**

- ☐ Affordable Housing Trust
- ☐ **\*Board of Assessors**
- ☐ **\*Board of Health**
- ☐ Capital Outlay Committee
- ☐ Cemetery Commission
- ☐ Community Center Facilities Committee
- ☐ Constable
- ☐ Council on Aging
- ☐ Finance Committee
- ☐ Harwich Accessibility Rights Committee
- ☐ Harwich Housing Committee
- ☐ Herring Supervisor (Voluntary)
- ☐ Shellfish Constable (Voluntary)
- ☐ Treasure Chest Committee
- ☐ Voter Information Committee
- ☐ Youth Services Committee

#### **RECREATION**

- ☐ Bikeways Committee
- ☐ Golf Committee
- ☐ Recreation & Youth Commission
- ☐ Waterways Committee

**\* Please include a resume with form**

## TOWN OF HARWICH - TELEPHONE NUMBERS

### TOWN OFFICES

Animal Control Officer . . . . .	430-7565
Board of Assessors . . . . .	430-7503
Building Department . . . . .	430-7506
Cemetery Commission . . . . .	430-7549
Channel 18 . . . . .	430-7569
Community Center . . . . .	430-7568
Conservation Commission . . . . .	430-7538
Conservation Director . . . . .	430-7538
204 Sisson Road . . . . .	774-212-3482
Council on Aging . . . . .	430-7550
Outreach Program . . . . .	430-7551
Disposal Area Scale house . . . . .	430-7558
Harbormaster . . . . .	430-7532
Harbor Workshop . . . . .	430-7529
Health Department . . . . .	430-7509
Housing Advocate . . . . .	774-994-3968
Department of Public Works . . . . .	430-7555
Inspectors (Gas, Wiring, Plumbing) . . . . .	430-7507
Planning Board . . . . .	430-7511
Recreation & Youth . . . . .	430-7553
Recreation Director's Office . . . . .	430-7554
Beach Sticker Sellers (June - Labor Day) . . . . .	432-7638
Selectmen's Office . . . . .	430-7513
TTY (For the Hearing Impaired) . . . . .	430-7537
Town Accountant . . . . .	430-7518
Town Administrator . . . . .	430-7513
Town Clerk . . . . .	430-7516
Town Engineer . . . . .	430-7508
Town Nurse . . . . .	430-7505
Town Planner . . . . .	430-7511
Town Treasurer/Tax Collector . . . . .	430-7501
Veterans' Agent . . . . .	430-7510
Water Department . . . . .	432-0304
Youth Counselor . . . . .	430-7836

### LIBRARIES

Brooks Free Library . . . . .	430-7562
Chase Library . . . . .	432-2610
Harwich Port Library . . . . .	432-3320

### CRANBERRY VALLEY GOLF COURSE

Administration/Pro Shop . . . . .	430-5234
Maintenance . . . . .	430-7561
Tee Times . . . . .	430-7560

### MONOMOY REGIONAL SCHOOL DISTRICT . . . . . 945-5130

\*\*\*\* ALL EMERGENCY CALLS . . . . . 911 \*\*\*\*

### POLICE DEPARTMENT . . . . . 432-1212

Other Calls . . . . .	430-7541
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### FIRE DEPARTMENT . . . . . 432-2323

Other Calls . . . . .	430-7546
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